



**MIDDLESEX COUNTY COUNCIL  
AGENDA**

Tuesday, October 10, 2023, 1:00 PM  
Middlesex County Building  
399 Ridout Street North, London

THE MEETING WILL BE AVAILABLE AS FOLLOWS:

<https://www.youtube.com/channel/UCSIRBMaSUbravUhLTjSKc9A>

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**Pages**

- 1. CALL TO ORDER AND WARDEN'S REMARKS**
- 2. PROVISION FOR DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**
- 3. APPROVAL OF THE AGENDA**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

THAT the Agenda be approved as amended.

- 4. ADOPTION OF MINUTES AND RECOMMENDATIONS OF THE COMMITTEE OF THE WHOLE**

- 4.a Minutes of the September 26, 2023 Meeting of County Council**

**1**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

THAT the Minutes of the September 26, 2023 Meeting of County Council be approved as presented; and

THAT the recommendations made by Committee of the Whole as set out in the Minutes of the September 26, 2023 Meeting be adopted.

- 5. NEW BUSINESS**

- 5.a ACTION ITEMS**

Report from Paul Shipway, Acting Manager of Legislative Services / County Clerk

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

THAT the 2023 Inaugural Meeting of Council Report be received for information;

AND THAT Middlesex County Council establish Tuesday, November 28, 2023, as the 2023 Inaugural meeting of Council.

**6. INQUIRIES**

**7. NOTICES OF MOTION**

**8. COUNCILLOR'S COMMENTS AND OTHER BUSINESS**

**9. COMMITTEE OF THE WHOLE**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

THAT Committee of the Whole convene at \_\_\_\_pm.

**9.a DELEGATIONS**

**9.a.1 Middlesex London Health Unit's Request for Redirection of 2022 Surplus Funds - As Amended**

Presentation by Emily Williams, Chief Executive Officer, Middlesex-London Health Unit

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

THAT the application of the County of Middlesex's share of MLHU's 2022 surplus in the amount of \$80,676 to reduce the outstanding amount of MLHU's variable bank loan for the fit-out of the Citi Plaza office space be approved.

**9.b REPORTS FROM COUNTY OFFICERS**

**9.c ACTION ITEMS**

9.c.1	Southwest Middlesex Official Plan Amendment No. 3; Municipal General Official Plan Update; File No. 39-SWM-OPA3	18
	Report from Durk Vanderwerff, Director of Planning and Development	
	Moved by _____	
	Seconded by _____	
	THAT Amendment No. 3 to the Municipality of Southwest Middlesex Official Plan be approved with modifications and that staff be directed to circulate a Notice of Decision as required by the Planning Act, and that the Notice of Decision indicate that Middlesex County did not receive written submissions concerning this Amendment.	
9.c.2	Budget Variance Report - August 2023	261
	Report from Cindy Howard, County Treasurer	
	Moved by _____	
	Seconded by _____	
	THAT the Budget Variance Report for August 2023 be received for information.	
9.d	CORRESPONDENCE AND INFORMATION ITEMS	
9.d.1	General Payables September 2, 2023 to September 28, 2023 totaling \$675,771.12	286
9.d.2	ITS Payables September 2, 2023 to September 28, 2023 totaling \$100,972.14	288
9.d.3	Library Payables September 2, 2023 to September 28, 2023 totaling \$245,997.88	291
9.d.4	MLPS Payables September 2, 2023 to September 28, 2023 totaling \$688,330.39	294
9.d.5	Planning Payables September 2, 2023 to September 28, 2023 totaling \$1,700.63	303
9.d.6	Roads Payables September 2, 2023 to September 28, 2023 totaling \$5,798,421.90	304
9.d.7	Social Services Payables September 2, 2023 to September 28, 2023 totaling \$2,107,128.69	311

9.d.8	Economic Development Payables September 2, 2023 to September 28, 2023 totaling \$15,630.68	315
9.d.9	Strathmere Lodge Payables September 2, 2023 to September 28, 2023 totaling \$172,033.75	316
	Moved by _____	
	Seconded by _____	
	THAT Items 9.d.1 to 9.d.9 be received for information.	
9.d.10	TVDSB Correspondence - Interim Accommodation Measure Enacted on Delaware Central Public School	318
9.d.11	Changes to the Definition of an “Affordable Residential Unit” in the Development Charges Act, 1997	320
9.d.12	Board of Health Update - September 2023	326
9.d.13	Minutes of the September 26, 2023 Meeting of the Library Board	331
	Moved by _____	
	Seconded by _____	
	THAT items 9.d.10 to 9.d.13 be received for information.	

9.e CLOSED SESSION

9.f RISE AND REPORT FROM CLOSED SESSION

Moved by \_\_\_\_\_  
 Seconded by \_\_\_\_\_  
 THAT Committee of the Whole rise at \_\_\_\_ p.m.

**10. BY-LAWS**

10.a	#7253 - A BY-LAW to Confirm the Proceedings of the October 10, 2023 meeting of County Council	335
	Moved by _____	
	Seconded by _____	
	THAT the by-law be given a first and second reading.	
	Moved by _____	
	Seconded by _____	
	THAT the by-laws be given a third and final reading.	



## **11. ANNOUNCEMENTS**

### **11.a Next Meetings**

Tuesday, October 24, 2023

Tuesday, November 7, 2023

Tuesday, November 21, 2023

### **11.b Warden's Banquet - Saturday, November 18, 2023**

## **12. ADJOURNMENT**

Accessible formats and communication supports are available upon request. Please contact Paul Shipway, Acting Legislative Services Manager/Clerk to make a request. [pshipway@middlesex.ca](mailto:pshipway@middlesex.ca)

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

That the meeting adjourn at \_\_\_\_ p.m.

## MIDDLESEX COUNTY COUNCIL

### MINUTES

Tuesday, September 26, 2023, 1:00 PM  
Middlesex County Building  
399 Ridout Street North, London

Members Present      Warden Burghardt-Jesson  
                                 Councillor Brennan  
                                 Councillor Clarke  
                                 Councillor DeViet  
                                 Councillor Grantham  
                                 Councillor Mayhew  
                                 Councillor McMillan  
                                 Councillor McGuire  
                                 Councillor Ropp  
                                 Councillor Smibert

#### 1. CALL TO ORDER AND WARDEN'S REMARKS

Warden Burghardt-Jesson called the meeting to order at 1:00pm and addressed Council as follows:

*We acknowledge that the land we stand upon today is the traditional territory of the Attawandaron (Add-a-won-da-run), Anishinabeg (Ah-nish-in-a-beg), Haudenosaunee (Hoden-oh-show-nee), and Lunaapeewak (Len-ahpay-wuk) peoples who have long standing relationships to the land, water and region of Southwestern Ontario. The local First Nation communities of this area include Chippewas of the Thames First Nation, Oneida Nation of the Thames First Nation, and Munsee-Delaware Nation.*

*We acknowledge the treaties that are specific to this area: Treaty 2 (McKee Purchase), Treaty 3 (Between the Lakes Purchase), Treaty 6 (London Township Purchase), Treaty 21 (Long Woods Purchase) and Treaty 29 (Huron Tract Purchase). We value the significant contributions, both in the past and the present of local and regional first nations of Turtle Island.*

*We acknowledge historic and ongoing injustices that indigenous peoples endure in Canada and we affirm our commitment to honouring indigenous voices,*

*nations and cultures, and to moving forward in the spirit of reconciliation and respect.*

*This week marks Truth and Reconciliation Week. As we all aware, September 30th has been declared, by the Federal Government the National Day for Truth and Reconciliation also referred to as Orange Shirt Day. Meeting formally today allows us the opportunity to recognize the heritage, cultures and contributions of our indigenous people as well as recognizing what true reconciliation means, opening ourselves up for a truthful and inclusive dialogue. In doing so, we honour those lost and recognize the Canada of today will strengthen all that unites us. We do this acknowledging a painful past and will look forward to a future with hope and a commitment of reconciliation.*

*As a settler, the acts of Truth and Reconciliation can seem very daunting. We ask ourselves, what is my role and what can I do. At least I ask myself these questions. For me, it all comes down to education and asking questions. There are simple things that you can do to engage in Truth and Reconciliation:*

- 1. Familiarize yourself with the Truth and Reconciliation Report. It can seem overwhelming, but take your time.*
- 2. Learn more about Indigenous History and the Residential School System: Our library system and the many online resources available will help with this.*
- 3. Learn about the territories you may pass through or live on—this is likely the simplest thing we can do. To acknowledge the lands that our country is built on have histories of their own and observing those histories will tie us all together.*

*Our recently updated County Official Plan, and many of the local OP amendments now include directives to engage with our Indigenous Communities, neighbours and partners. Putting this into practice and operations is a priority of our departments. I know that in the coming days and months senior staff will be learning about how to best do this. Jessica's team has worked to put together a program for our staff to participate in for this week. Our local municipalities and the county are posting online resources available to the public so our residents can participate in a journey of truth and reconciliation. In my Lucan Biddulph office, I have a sign that says 'Do Better.' We all have a role to play in reconciliation and the more we ask, the more we learn, the more we acknowledge...the more we will do better—not only for our neighbours of today, but for those experienced this painful history.*

**2. PROVISION FOR DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**

None.

**3. APPROVAL OF THE AGENDA**

Moved by Councillor McGuire

Seconded by Councillor Mayhew

THAT the Agenda be approved as presented.

Carried

**4. ADOPTION OF MINUTES AND RECOMMENDATIONS OF THE COMMITTEE OF THE WHOLE**

**4.a Minutes of the September 12, 2023 Meeting of County Council**

Moved by Councillor Smibert

Seconded by Councillor Clarke

THAT the Minutes of the September 12, 2023 Meeting of County Council be approved as presented; and

THAT the recommendations made by Committee of the Whole as set out in the Minutes of the September 12, 2023 Meeting be adopted.

Carried

**5. NEW BUSINESS**

**5.a ACTION ITEMS**

**5.a.1 Budget Process Review & 2024 Budget Schedule**

Report from Bill Rayburn, CAO

Moved by Councillor Clarke

Seconded by Councillor Grantham

THAT the Budget Process Review & 2024 Budget Schedule Report be received for information;

AND THAT the 2024 Budget Schedule be approved;

AND THAT staff be directed to implement the budget process review recommendations contained within the Budget Process Review & 2024 Budget Schedule Report.

Carried

**6. INQUIRIES**

None.

**7. NOTICES OF MOTION**

None.

**8. COUNCILLOR'S COMMENTS AND OTHER BUSINESS**

None.

**9. COMMITTEE OF THE WHOLE**

Moved by Councillor DeViet

Seconded by Councillor Smibert

THAT Committee of the Whole convene at 1:12pm.

Carried

**9.a DELEGATIONS**

**9.a.1 Truth and Reconciliation**

Presentation by Brian Hill, President, Board of Directors, N'Amerind (London) Friendship Centre

Warden Burghardt-Jesson introduced Brian Hill as follows:

*We all know that September 30th, and this whole week of Truth and Reconciliation is the date to acknowledge the history of residential schools and honours the survivors, their families and the communities that experience ongoing intergenerational trauma.*

*It is a privilege to be able to introduce you to Brian Hill, who is the President of the N'Amerind Friendship Centre in London...and he is a survivor. No, he didn't attend a residential school, but his parents did and because of the intergenerational trauma that families endure, he is a survivor. Brian and I actually went to high school together, but as he so candidly shares, our experiences*

*were vastly different. But as we all know, there are lots of circles in this life journey and we reconnected about a year ago.*

*Brian is from the Oneida of the Thames First Nation and has been actively involved in the promotion and advancement of Urban Indigenous human rights for over 40 years.*

*He is currently working with the City of Waterloo on the Indigenous Initiatives, Anti-Racism, Accessibility and Equity Team. He has a history and is often sought after to build strategic partnerships through his work with City of London, United Way, Thames Valley District School Board, Children's Aid Society and the London Police Service. His priorities in the work he takes on is develop and maintain relationships with local indigenous communities by building a foundation of trust, respect and transparency.*

*In speaking with Brian, he wants to be part of the reconciliation journey for us. I know you will be affected with what he will share with us today. In thinking of what we can do for truth and reconciliation...we can listen and learn. We can start today...*

Moved by Councillor Brennan  
Seconded by Councillor McGuire

THAT the Truth and Reconciliation presentation be received for information.

Carried

- 9.a.2 Land Use Planning Merits against Approval of OPA62 to the Middlesex Centre Official Plan
- 9.a.3 Mr. Otto Schneider re OPA 62 – Middlesex Centre Official Plan Delegation from Mr. Otto Schneider
- 9.a.4 Chippewas of the Thames First Nation re OPA 62 – Middlesex Centre Official Plan
- 9.c.1 Middlesex Centre Official Plan Amendment No. 62; HGLW Holdings; File No.39-MC-OPA62

Moved by Councillor DeViet  
Seconded by Councillor Brennan

THAT Middlesex Centre Official Plan Amendment No. 62; HGLW Holdings be referred back to staff to engage with Chippewas of the Thames First Nation and Indigenous Communities;

THAT the delegations scheduled for September 26, 2023, pertaining to Middlesex Centre Official Plan Amendment No. 62 be deferred until the Middlesex Centre Official Plan Amendment No. 62 report is back on the County Council agenda;

THAT when Middlesex Centre Official Plan Amendment No. 62 is brought back to County Council for consideration, staff be directed to notify those persons who have previously requested notification when the report would be on the agenda.

Carried

9.b REPORTS FROM COUNTY OFFICERS

9.c ACTION ITEMS

9.c.2 Middlesex Information Technology Services - Policies

Report from Chris Bailey, Director of Information Technology Services and Greg Marles, Manager of IT Infrastructure and Technical Services

Moved by Councillor McMillan  
Seconded by Councillor DeViet

THAT Wireless Access (IT Policy 11.01), IT Access Control (IT Policy 12.01), Malware Protection (IT Policy 14.01) and Information Security (IT Policy 15.01) be approved, and that the Corporate Administrative Policy and Procedure Manual be updated.

Carried

9.c.3 Request for By-law Exemption for Driveway Width - Strathroy Fire Station - Municipality of Strathroy-Caradoc

Report from Chris Traini, Deputy CAO/County Engineer

Moved by Councillor McGuire  
Seconded by Councillor Clarke

THAT the Municipality of Strathroy-Caradoc be granted an exemption to the maximum width for driveway requirements as prescribed in the Middlesex County Highway By-law #5648 to allow for an 18.0 m wide driveway onto County Road 39 (Metcalf Street East) for the new fire station located at 220 East Centre Street in the Town of Strathroy.

Carried

9.c.4 Purchase of Used Float Truck T-23

Report from Chris Traini, Deputy CAO/County Engineer

THAT staff be directed to utilize section 11.1 of the Middlesex County Procurement Policy to purchase a used 2016 International Prostar Float Truck for a total purchase price of \$95,050 plus taxes from Carrier Truck Centre as a replacement for the current float truck as recommended in the 2024-2028 Five Year Machinery Replacement Program.

Carried

9.d CORRESPONDENCE AND INFORMATION ITEMS

9.d.1 Electronic Payments - August 2023

Moved by Councillor Brennan  
Seconded by Councillor Grantham

THAT item 9.d.1 be received for information.

Carried

9.d.2 Communications from the Office of the Fire Marshall - Interpretation of s. 6(3) of the Fire Protection and Prevention Act - September 6, 2023

9.d.3 Road Department Construction Update – September 21, 2023

Report from Ryan Hillinger, Engineering Supervisor

9.d.4 Strathmere Lodge Monthly Census Report for August 2023



Report from Brent Kerwin, Strathmere Lodge Administrator

9.d.5 FCM News Release - Gender Equality Week

9.d.6 Partnerships for Municipal Innovation – Women in Local Leadership (PMI-WILL)

Report from Cathy Burghardt-Jesson, Warden

Moved by Councillor Smibert

Seconded by Councillor Mayhew

THAT items 9.d.2 to 9.d.6 be received for information.

Carried

9.e CLOSED SESSION

9.f RISE AND REPORT FROM CLOSED SESSION

Moved by Councillor Grantham

Seconded by Councillor McMillan

THAT Committee of the Whole rise at 2:12 pm.

Carried

## **10. BY-LAWS**

10.a #7251 - A BY-LAW to establish a schedule of retention periods for records of the County of Middlesex

10.b #7252 - A BY-LAW to confirm the proceedings of the September 26, 2023 meeting of County Council

Moved by Councillor McMillan

Seconded by Councillor Smibert

THAT the by-laws be given a first and second reading.

Carried

Moved by Councillor DeViet  
Seconded by Councillor Brennan

THAT the by-laws be given a third and final reading.

Carried

## **11. ANNOUNCEMENTS**

### **11.a Next Meetings**

Tuesday, October 10, 2023

Tuesday, October 24, 2023

Tuesday, November 7, 2023

## **12. ADJOURNMENT**

Moved by Councillor Ropp  
Seconded by Councillor Clarke

That the meeting adjourn at 2:13 p.m.

Carried

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Paul Shipway, County Clerk

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Cathy Burghardt-Jesson, Warden

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**Meeting Date:**           **October 10, 2023**

**Submitted by:**       **Paul Shipway, Acting Manager of Legislative Services/County Clerk**

**Subject:**               **2023 Inaugural Meeting of Council**

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## **BACKGROUND:**

By-law No. 7208, the Procedural By-law, directs that:

- 4.0 The Inaugural Meeting of Council shall be held no later than the third Tuesday in December and the meeting shall be held at 4:00pm in the afternoon. In the case of the Inaugural Meeting of a new Council, such meeting shall be held no later than 31 days after the commencement of the term.*
- 4.1 The date of the Inaugural Meeting of Council shall be established by Council by the October Session preceding such Inaugural Meeting.*
- 4.2 The Inaugural Meeting shall be held in Council Chambers in the Middlesex County Building. In the event that it is not convenient or feasible to hold a meeting in Council Chambers, the Head of Council or the Clerk may specify a location within the County or an adjacent municipality to meet. In the case of an Emergency, the County may hold a meeting at any convenient location within or outside the County, as specified by the Head of Council or the Clerk.*
- 4.3 The Council shall ensure that meeting locations are accessible to persons with disabilities.*

## **ANALYSIS:**

On September 13, 2022, County Council, tentatively established Thursday December 7, 2023, as the 2023 Inaugural meeting date.

The Middlesex County involvement in the [Federation of Canadian Municipalities \(FCM\) Partnerships for Municipal Innovation – Women in Local Leadership \(PMI-WILL\)](#) will necessitate consideration of an alternative date for the 2023 Inaugural meeting.

The next in-person international technical mission to Cambodia is scheduled for November 30, 2023 – December 7, 2023, inclusive of travel.

To accommodate Middlesex County participation, the 2023 Inaugural Meeting of Council is respectfully recommended to be moved to Tuesday, November 28, 2023.

Attached hereto is an extract from the Middlesex County Procedural By-law as it pertains to the Inaugural meeting.

Also attached for informational purposes, are the draft resolutions to appoint the Chair and Scrutineers, and the motion to elect the Warden. The Declaration of Office of the Warden is also attached.

The program for the Tuesday, November 28, 2023, Middlesex County Council Inaugural is as follows:


Inaugural Meeting Schedule	
Time	Description
3:00 PM	Reception in the Middlesex Meeting Room, Middlesex County Building
4:00 PM	Music Program presented by Medway Madrigal Choir
4:30 PM	Inaugural Meeting of County Council to elect the Warden
5:15 PM	Reception in the Middlesex Meeting Room
6:00 PM	Dinner

#### **FINANCIAL IMPLICATIONS:**

The 2023 Middlesex County Budget includes \$5,000 for the Inaugural Meeting of Council.

#### **ALIGNMENT WITH STRATEGIC FOCUS:**

This report aligns with the following Strategic Focus, Goals, or Objectives:

Strategic Focus	Goals	Objectives
Promoting Service Excellence 	Innovate and transform municipal service delivery	<ul style="list-style-type: none"><li>• Anticipate and align municipal service delivery to emerging needs and expectations</li><li>• Build organizational capacity and capabilities</li></ul>

#### **RECOMMENDATION:**

THAT the 2023 Inaugural Meeting of Council Report be received for information;

AND THAT Middlesex County Council establish Tuesday, November 28, 2023, as the 2023 Inaugural meeting of Council.

## Schedule "A"

- 6.3 The Warden as the head of the Council shall be appointed pursuant to the following procedures:
- a. A Councillor seeking nomination for Head of Council shall announce his/her intention to let his/her name stand for the position of Warden on or prior to the second Tuesday of November, or by such other time as may be specified by the Clerk.
  - b. Where only one Councillor allows his or her name stand, Council may declare the Head of Council for the upcoming term at the Inaugural meeting with the Clerk presiding.
  - c. The Clerk shall be the Presiding Officer.
  - d. By motion(s) a Past Warden will be appointed as Chair and two (2) Past Wardens will be appointed as scrutineers.
  - e. The Chair and the scrutineers will be called to the dias.
  - f. The Clerk will exit the dias.
  - g. Voting will be by secret ballot.
  - h. A nomination ballot will be circulated to each Councillor to nominate a candidate(s).
  - i. The Chair will announce the names of the nominees in alphabetical order.
  - j. Each nominee, in alphabetical order, will be given the opportunity to address Members of Council.
  - k. A majority of the total votes of Councillors will be required to appoint a candidate for the position of Warden. The exception will be in subparagraph (n) where a successful candidate will be picked having only 50% of the votes.
  - l. Each member of Council who is present will have one vote.
  - m. If there are more than two candidates and if, following a vote, the candidate with the most votes does not have a majority then the candidate with the least number of votes is eliminated. A subsequent vote(s) will be taken until one candidate has a majority of votes.
  - n. If there are more than two candidates and no candidate has a majority of the votes, but there is a tie between candidates with the least number of votes, there will be a vote including only the candidates with the least number of votes, to eliminate one of them. In the event that this vote results in a tie, the Chair will by lot pick a candidate to be eliminated.
  - o. If there are three or more candidates and the result of the vote is a tie, there will be another vote, and if the result remains a tie, the Chair will by lot pick a candidate to be eliminated.

## Schedule "A"

- p. If there are two candidates and the result of the vote is a two-way tie, there will be another vote, and if the result remains a two-way tie, the Chair will by lot pick the candidate for the position of Warden.
  - q. A candidate may voluntarily withdraw his/her name at any time during the process.
  - r. By motion, the ballots will be destroyed.
  - s. The successful candidate shall be appointed the Warden as the Head of Council for the Corporation of the County of Middlesex pursuant to Section 6.4.
  - t. The chair and scrutineers will exit the dias.
  - u. The Clerk assumes the Chair, and is the Presiding Officer.
- 6.4 With the Clerk presiding the successful candidate, as determined in section 6.3, shall be appointed as the Head of Council of the Corporation of the County of Middlesex, by resolution of Council.

Tuesday, November 28, 2023

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

THAT \_\_\_\_\_ be appointed Chair of the Meeting to elect the Middlesex County Warden for the term of November 28, 2023 to December 5, 2024.

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

THAT \_\_\_\_\_ and \_\_\_\_\_ be appointed as scrutineers.

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

THAT the ballots be destroyed by the County Clerk.

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

THAT \_\_\_\_\_ be declared Warden, County of Middlesex for the term of November 28, 2023 to December 5, 2024.

**Meeting Date:** October 10, 2023

**Submitted by:** Emily Williams, CEO, Middlesex London Health Unit

**Subject:** Request for Redirection of Surplus Funds

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## **BACKGROUND: MLHU Financial Overview 2022 – 2024: Dramatically Shifting Context Year Over Year**

**2022 Financial Situation:** In 2022, the MLHU was still largely focused on coming out of the COVID-19 pandemic, with staff continuing to be redeployed and regular programs not fully resumed. This resulted in a surplus in the cost-shared base budget of just over \$2 million. The annual audit of the 2022 financial year faced significant delays due to the change in lead auditor mid-process. As such, the audited financial statements were not approved by the Board of Health (BOH) until July of 2023. The BOH did not meet in August, which explains why the discussion regarding the utilization of the 2022 surplus funds did not occur until the September BOH meeting.

The related motions from the September BOH meeting are as follows:

It was moved by **M. Steele, seconded by S. Menghsha**, *that the Board of Health approve that the municipal portions of 2022 surplus funds be applied as payment on the Middlesex-London Health Unit's variable loan.*

**Carried**

It was moved by **M. Steele, seconded by M. Smibert**, *that the Board of Health direct staff to engage in required proceedings with the City of London and the County of Middlesex to enable surplus funds to be redirected to the Canadian Imperial Bank of Commerce (CIBC) for payment to the Health Unit's variable loan in the following amounts: City of London: \$611,898 and The County of Middlesex: \$116,552.*

**Carried**

**2023 Financial Situation:** In 2023, the MLHU resumed all regular programs, and continued to provide baseline COVID-19 activities. The Health Unit received its funding letter from the Ministry of Health on August 29<sup>th</sup>. The financial forecast for year end is projecting a deficit, requiring holding recruitment of several vacant positions to ensure a balanced budget at year end.



**2024 Financial Situation:** Planning for 2024 budget is underway, and the MLHU is facing a significant shortfall, despite the Ministry of Health announcing a 1% increase to base funding in 2024, and additional commitments to 1% growth of the provincial portion of the cost-shared base budget for a further two years. Inflationary pressures are 2% for employee salaries (unionized and non-union) and an estimated 3.9% for corporate expenses. The Board of Health approved requesting a 3% increase from both municipalities (City of London and Middlesex County) for the 2024 budget year. Despite the 1% and 3% increases to funding, the MLHU shortfall is between \$2.6 and \$2.8 million, and significant strategic disinvestments will be required, which will impact programs and services.

### **ANALYSIS:**

As noted above, there was a year-end surplus for cost-shared base funded programs in 2022 of \$2,016,902 (audited). A breakdown of the surplus according to the cost-sharing methodology (75:25 provincial-municipal, with the 25% further broken down to 84:16 for City of London and County of Middlesex) produces the following amounts: Ministry of Health \$1,512,677; City of London \$423,548; County of Middlesex \$80,676.

One of the current pressures facing the health unit are the loan payments for the two bank loans associated with the fit-up of the Citi Plaza office location, which have a 20-year term and a 5-year renewal. The Health Unit is financing two bank loans:

1. Fixed \$3,050,000. Outstanding \$2,729,454 (*as at July 2023*).
2. Variable \$1,150,000. Outstanding \$1,001,458 (*as at July 2023*).  
Variable loan has interest charged at: Prime less 0.75% = 6.45% (*as at September 18, 2023*).

The annual payments for the variable loan include a fixed portion at \$57,500 plus interest. When the loan was taken, prime was 2.45%; the current CIBC prime rate is 7.2%, increasing the overall annual loan payments from \$74,647 to \$122,558 – an additional \$47,911 of interest.

### **FINANCIAL IMPLICATIONS:**

The MLHU is requesting both the County of Middlesex and the City of London permission to use the Municipal portions of the surplus to pay down the variable bank loan, given the uncertain inflationary environment and the significant budget pressures facing the agency in 2024. The City of London portion of \$423,548 and the County of Middlesex portion of \$80,676 combined would reduce the variable bank loan from \$1,001,458 to \$497,234 (*as at July 2023*) and provide significant additional financial relief to the agency.

**RECOMMENDATION:**

THAT *The application of the County of Middlesex's share of MLHU's 2022 surplus in the amount of \$80,676 to reduce the outstanding amount of MLHU's variable bank loan for the fit-out of the Citi Plaza office space* **BE APPROVED.**

Thank you for your consideration of this request.



Emily Williams BScN, RN, MBA, CHE  
Chief Executive Officer



## Committee of the Whole

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**Meeting Date:** October 10, 2023

**Submitted by:** Durk Vanderwerff, Director of Planning and Development

**Subject:** Southwest Middlesex Official Plan Amendment No. 3;  
Municipal General Official Plan Update; File No. 39-SWM-OPA3

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### **BACKGROUND:**

Municipalities are required by the Planning Act to review their official plan to ensure the document has regard for matters of provincial interest and is consistent with the Provincial Policy Statement. Additionally, the review must conform to the County Official Plan and reflect current circumstances. To meet these requirements, the Municipality of Southwest Middlesex carried out a General Official Plan Update.

Amendment No. 3 to the Southwest Middlesex Official Plan aims to incorporate the findings of the General Official Plan Update. The proposed changes would address matters of provincial interest, address the 2020 Provincial Policy Statement, align with the County Official Plan (including Amendment No. 3 as approved and modified by the Province), update population and housing projections, provide direction concerning matters including additional residential units, garden suites, permitted uses within agricultural areas, minimum distance separation, natural heritage, drinking source water protection, and active transportation.

County Council has the authority to approve locally adopted official plan amendments on behalf of the Province. This report summarizes the planning policy context and provides a planning recommendation for Council as the Approval Authority. Additionally, this report contains a copy of Amendment No. 3, and a local planning report. This report recommends approval of Amendment No. 3 subject to modifications.

### **ANALYSIS:**

The Municipality initiated the General Official Plan Update process in January 2022 and concluded the local process with the adoption of Amendment No. 3 in October of 2022. The Municipality's process included an open house, public meetings, and the completion of background reports. Following adoption, Amendment No. 3 was submitted to the County as the Approval Authority however the processing was impacted by the Provincial review of County Official Plan Amendment No. 3.

### Agency / Ministry / Public Comments

As part of the County's review, an agency / ministry circulation was conducted. Overall, there were only a few comments received during this circulation, and the majority of these comments were addressed, considered, or led to recommended modifications, particularly taking into account the input from the Chippewas of the Thames First Nation, the Kettle and Stony Point First Nation, and the conservation authorities. It is noted that most agencies did not raise concerns.

During the local planning process conducted by the Municipality, limited public input was received. This was in part as a result of the fact that the Municipality undertook a General Official Plan Update but did not undertake a Municipal Comprehensive Review for the expansion of settlement areas. At the outset of the process, it was determined that sufficient lands were designated for development to address projected needs up to a 25-year timeframe without the designation of additional lands. After Amendment No. 3 was locally adopted, the County did not receive additional correspondence from the public.

### Policy Review

The Planning Act requires that municipalities have regard for matters of provincial interest, as set out in Section 2 of the Act. These include the protection of agricultural resources, the orderly development of safe and healthy communities, the adequate provision of a full range of housing, and the appropriate location of growth and development, among other matters.

The 2020 Provincial Policy Statement (PPS) sets out the government's land use planning policies that must be considered when municipalities update official plans. The broad objectives of the PPS include sustainable development, land use compatibility, protection of resources, support for infrastructure, responsible growth management, heritage conservation, and the protection of public health and safety. The PPS directs new growth to settlement areas where full municipal services, appropriate land use patterns, and a mix of land uses can be provided. The PPS seeks to avoid impact on agricultural and natural heritage resources.

The County Official Plan (including Amendment No. 3 as approved and modified by the Province) directs and guides land use policy on a broad basis and does not address, in any great detail, those planning matters which are better dealt with by local official plans. Local official plans are intended to complement the County Official Plan by providing more detailed strategies, policies, and land use designations. The County Official Plan sets out a growth management hierarchy which directs new development to settlement areas fully serviced by municipal water and sewage services as a means of protecting agricultural, aggregate, and natural heritage resources.

It is my opinion that Amendment No. 3 subject to recommended modifications satisfies the planning policy tests.

### Proposed Modifications

Following acceptance of Amendment No. 3, County Planning staff identified recommended revisions aimed at enhancing clarity, improving the comprehension of policies, rectifying minor typographical errors, and ensuring alignment with provincial policies and changing provincial legislation. A few modification requests were received during the agency / ministry circulation process.

It's noteworthy that the adoption of Amendment No. 3 took place prior to the approval of Amendment No. 3 to the County Official Plan by the Province. This necessitated an additional review to ensure conformity with the changes introduced by the Province. Municipal staff have reviewed the proposed modifications (attached) and are in agreement with them.

### Conclusion


Based on the above, it is my opinion that Amendment No. 3 subject to the recommended modifications has regard for matters of provincial interest, is consistent with the Provincial Policy Statement, conforms to the intent and purpose of the County Official Plan and represents good land use planning. I am therefore recommending approval of Amendment No. 3 subject to modifications.

### **FINANCIAL IMPLICATIONS:**

The budget expense related to the provincially delegated Approval Authority responsibility for local official plans is offset, to an extent, through the collection of application fees although fees are not collected for municipally initiated official plan amendments such as this. The approval of development and the accompanied community growth has indirect long-term financial implications.

### **ALIGNMENT WITH STRATEGIC FOCUS:**

This report aligns with the following Strategic Focus, Goals, or Objectives:

<b>Strategic Focus</b>	<b>Goals</b>	<b>Objectives</b>
Strengthening Our Economy 	Encourage a diverse and robust economic base throughout the county	<ul style="list-style-type: none"><li>• Support opportunities to create a stronger and sustainable agricultural sector</li><li>• Create an environment that enables the attraction and retention of businesses, talent, and investments</li><li>• Support the development and prosperity of downtown core areas in Middlesex County</li></ul>

**RECOMMENDATION:**

THAT Amendment No. 3 to the Municipality of Southwest Middlesex Official Plan be approved with modifications and that staff be directed to circulate a Notice of Decision as required by the Planning Act, and that the Notice of Decision indicate that Middlesex County did not receive written submissions concerning this Amendment.


Attachments

**AMENDMENT NO. 3**  
**TO THE**  
**SOUTHWEST MIDDLESEX OFFICIAL**  
**PLAN**

**SUBJECT: Municipality of Southwest Middlesex**  
**Official Plan Review & Update**

**October 12<sup>th</sup>, 2022**

**Certified a true copy**

  
Clerk, Municipality of Southwest Middlesex  
Date October 26, 2022

**THE CORPORATION OF THE MUNICIPALITY OF SOUTHWEST MIDDLESEX  
BY-LAW NUMBER 084 OF 2022**

**BEING A BY-LAW TO ADOPT AMENDMENT NO. 3 TO THE OFFICIAL PLAN  
OF THE MUNICIPALITY OF SOUTHWEST MIDDLESEX**

**WHEREAS** under Section 17 of the Planning Act, R.S.O. 1990, c.P. 13, authorizes municipalities to adopt official plans and amendments thereto;

**WHEREAS** under Section 26 of the Planning Act, R.S.O. 1990, c.P. 13, requires the Municipality revise its official plan, as required;

**AND WHEREAS** the requirements for the giving notice and the holding of a public meeting of this amendment have been met;

**WHEREAS** the Council of the Municipality of Southwest Middlesex deems it advisable to amend the Southwest Middlesex Official Plan;


**THEREFORE** the Council of the Municipality of Southwest Middlesex, in accordance with Section 26 of the Planning Act, R.S.O. 1990, hereby enacts as follows:

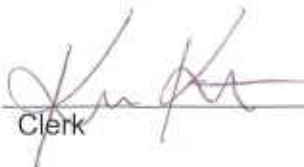
1. **THAT** Amendment Number 3 to the Official Plan of the Municipality of Southwest Middlesex, consisting of the attached document is hereby adopted.
2. **THAT** the Clerk is hereby authorized and directed to make application to the County of Middlesex for approval of the aforementioned Amendment Number 3 to the Official Plan for the Municipality of Southwest Middlesex.
3. **THAT** Amendment Number 3 shall not come into force and effect until it has been approved in accordance with the Planning Act, R.S.O. 1990, c.P. 13.
4. **THAT** this By-law shall come into force and take effect on the day of the final passing thereof.

**READ a FIRST** time this 12th day of October, 2022.

**READ a SECOND** time this 12th day of October, 2022.

**READ a THIRD** time and **FINALLY PASSED** this 12<sup>th</sup> day of October, 2022.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Clerk



**AMENDMENT NO. 3  
to the  
OFFICIAL PLAN FOR THE MUNICIPALITY OF SOUTHWEST  
MIDDLESEX**

**PART 1 – THE PREAMBLE** – Does not constitute part of this Amendment

**PART 2 – THE AMENDMENT** – Text constitutes Amendment No. 3

**AMENDMENT NO. 3**  
**to the**  
**OFFICIAL PLAN FOR THE MUNICIPALITY OF SOUTHWEST**  
**MIDDLESEX**

**PART 1- THE PREAMBLE**

**1.0 PURPOSE OF THIS AMENDMENT**

The purpose of this Amendment is to update the Municipality of Southwest Middlesex Official Plan to ensure that the land use planning policies are current, reflect Provincial legislation and policies, have regard for matters of Provincial Interest, and are consistent with the Provincial Policy Statement. The current Official Plan was adopted on December 19, 2007 and approved by the County of Middlesex on December 8, 2008. It has been subject to two amendments.

**2.0 LOCATION OF THIS AMENDMENT**

This Amendment applies to the entirety of the lands within the Municipality of Southwest Middlesex.

**3.0 BASIS OF THE AMENDMENT**

The rationale for amending the Official Plan is based on the following considerations:

- i) The Planning Act, R.S.O. 1990, governs the manner in which a Municipality may amend its Official Plan and ultimately seek the approval of the Official Plan Amendment through the approval authority (in this case being the County of Middlesex). The procedures for public and agency input, circulation and the appeal process are all set out under Section 26 of the Act. As further stated,

Updating official plan

26 (1) If an official plan is in effect in a municipality, the council of the municipality that adopted the official plan shall, in accordance with subsection (1.1), revise the official plan as required to ensure that it,  
(a) conforms with provincial plans or does not conflict with them, as the case may be;  
(b) has regard to the matters of provincial interest listed in section 2; and  
(c) is consistent with policy statements issued under subsection 3 (1).  
2015, c. 26, s. 24 (1).

- ii) Under the Provincial Policy Statement 2020 (PPS), Official plans at the lower tier level must be consistent with the PPS released by the Province of Ontario in 1996 and in revised form in 2005, 2014 and most recently in

2020. The PPS contains the guiding framework for the preparation of new official plans and for comprehensive reviews. The PPS essentially states that strong communities, a clean and healthy environment, and a strong economy are inextricably linked. It promotes wisely managing change and efficient land use and development patterns. Efficient land use and development patterns support, amongst other things, strong, livable, and healthy communities and facilitating economic growth. Furthermore, the PPS states that land use must be carefully managed to meet the full range of current and future needs while achieving efficient development patterns.

## **PART 2 - THE AMENDMENT**

The Official Plan of the Municipality of Southwest Middlesex Official Plan is hereby amended as follows:

1. By deleting those words and phrases shown as ~~strikethrough and shading~~ in Schedule 1 which is attached to and forms part of this Amendment;
2. By adding those words and phrases shown as underline and shading in Schedule 1 which is attached to and forms part of this Amendment;

**SCHEDULE 1 TO OFFICIAL PLAN AMENDMENT NO. 3**

# SOUTHWEST MIDDLESEX OFFICIAL PLAN

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# 1 INTRODUCTION

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## 1.1 BACKGROUND

This document constitutes the first ever Official Plan of the Municipality of Southwest Middlesex. The Municipality came into being in 2001 as a result of the amalgamation of the Village of Glencoe, the Village of Wardsville, the Township of Ekfrid and the Township of Mosa. The Plan replaces the official plans and all amendments thereto of these former municipalities.

A new official plan for the Municipality of Southwest Middlesex is warranted at the time of amalgamation not only to ensure a uniform and consistent set of goals, objectives and policies throughout the amalgamated municipality but to ensure these goals, objectives and policies are appropriate in light of prevailing and future circumstances. Since the adoption of the existing official plans in Southwest Middlesex Official Plan in 2008, there have, and will continue to be legislative changes within the Planning Act, Provincial Policy Statement, of 1996 was released and a new the Official Plan for the County of Middlesex. Every five years, municipalities are required by Section 26 of Ontario's Planning Act to conduct an Official Plan Review to ensure that it:

- Conforms with provincial plans or does not conflict with them

- Has regard to the matters of provincial interest
- Is consistent with the Provincial Policy Statement
- Conforms with the County of Middlesex Official Plan

came into effect in 1997. On 1<sup>st</sup> March 2005, a revised Provincial Policy Statement (PPS) came into effect which gives stronger and additional direction to municipalities on the scope and content of official plans. Moreover, official plans are now required to be consistent with the PPS as opposed to have regard to the PPS. On 11 July 2006, the County of Middlesex adopted a comprehensive amendment to its Official Plan arising out of the 5 year review of the Plan. The amendment has a direct bearing on the preparation and content of official plans for lower tier municipalities in the County.

The Municipality of Southwest Middlesex acknowledges that the land on which we gather is the territory of First Nations people who have longstanding relationships to the land, water and region of Southwestern Ontario. The Municipality also acknowledges the watersheds of the local lower Thames River and St. Clair Region communities of this area, which include Chippewas of the Thames First Nation, Oneida Nation of the Thames, Munsee Delaware Nation and Delaware Nation of Moraviantown, Chippewas of Kettle & Stony Point First Nation, Aamjiwnaang First Nation, Bkejwanong Territory, and Caldwell First Nation. The Municipality values the significant historical and contemporary contributions of local and regional First

Nations and all of the Original peoples of Turtle Island (North America). The Municipality of Southwest Middlesex is thankful for the opportunity to live, learn and share with mutual respect and appreciation."

Southwest Middlesex recognizes the unique role Indigenous Communities have in land use planning and development, and the contribution that Indigenous Communities have in land use planning decisions. The Municipality recognizes the importance of consulting with Indigenous Communities on planning matters that may affect their Treaty rights and interests and seeks to build constructive, cooperative relationships through meaningful engagement to facilitate knowledge-sharing in land use planning processes, inform decision-making, and build partnerships.

## 1.2 **STRUCTURE**

The Municipality of Southwest Middlesex (2001 2021 census population: 6,114 5,893) encompasses roughly 43,000 ha (106,000 ac) and lies, as its name implies, in the south-west corner of Middlesex County more or less equidistant from the City of Chatham to the west and the City of London to the east. Settlements are small, the largest being the Village of Glencoe (2001 2021 population: 2,152 2,158) followed by the Village of Wardsville (2001-2021 population: 417-420). Glencoe, situated in the more or less geographic centre of the Municipality, functions as its administrative, business and service centre and its industrial base. It has a few, relatively large industries

and is the location of the area's largest institutions and recreational facilities. Wardsville is much smaller than Glencoe, being largely a quiet residential community with limited functions. Other settlements in Southwest Middlesex include Appin, Melbourne (partially lying in the Township of Strathroy-Caradoc), Middlemiss, and Pratt Siding and Woodgreen, all of which are considerably smaller than both Glencoe and Wardsville.

Agriculture has a long tradition in Southwest Middlesex. In terms of soil capability for agriculture, the majority of the rural area falls within the top three soil classifications, thereby qualifying it as a prime agricultural area within the meaning of the Provincial Policy Statement. Once a significant tobacco- growing area in the former Township of Mosa, the agricultural base of Southwest Middlesex is now dominated by cash crops and the raising of livestock.

The basic physical structure of Southwest Middlesex is shown on Schedule 'A'. Its major elements include a number of small settlement areas set in the midst of a rich and productive farming area. The Municipality is served by a network of major roads and is traversed by two major railways. The Thames River forms its southern boundary. The Official Plan formally recognizes this structure which has developed and persisted over a long period of time and sets out the goals, objectives and policies designed to strengthen and reinforce it.

### 1.3 PURPOSE

The Official Plan of the Municipality of Southwest Middlesex is designed to achieve a number of purposes, namely:

- a) To strategically and effectively manage growth and development;
- b) To ensure the wise management and stewardship of the resource base;
- c) To establish the desired type, form, intensity, character and pattern of land use;
- d) To ensure the health, safety, welfare, convenience and well-being of existing and future residents;
- e) To provide a rationale and consistent basis for actions and decisions on all matters relating to the use of land, development, redevelopment and physical improvement;
- f) To implement the provisions of the Provincial Policy Statement and the County of Middlesex Official Plan which apply to the Municipality;
- g) To assist other levels of government and public agencies having jurisdiction, or an interest, in the Municipality, in making decisions and in determining their future actions affecting the Municipality;
- h) To inform the general public, special interest groups, private interests and enterprises of the intended nature and direction of the use of land, development, redevelopment and physical improvements in the Municipality;
- i) To provide the basis for the adoption of zoning by-laws and other by-laws affecting the use and development of land and the erection, alteration and preservation of buildings and structures.

### 1.4 BASIS

~~Preparation of the Official Plan for the Municipality of Southwest Middlesex has been based on extensive research, field work, special studies, meetings and workshops. One session has been held with representatives of the County of Middlesex, the Lower Thames Valley Conservation Authority and various provincial ministries having an interest in the Plan. The following particular documents and reports (and related studies) have been taken into account:~~

- ~~• MIG Engineering Ltd., Glencoe Sanitary Sewage Collection & Treatment System Class Environmental Assessment, 20007~~
- ~~• MIG Engineering Ltd., Report on the Glencoe Sanitary Sewage System, 2006~~
- ~~• Provincial Policy Statement, 2005~~

- Community Planners Inc., Official Plan Background Study, Municipality of Southwest Middlesex, 2004
- Dillon Consulting in association with Golder Associates, Middlesex-Elgin Groundwater Study, 2004
- Upper Thames River Conservation Authority, The Middlesex Natural Heritage Study, 2003
- Innovative Sewage Systems Inc., Village of Wardsville Environmental Study Report: Sanitary Sewage Collection and Treatment Facilities, 1999
- Juris E. Burzins, Glencoe Urban Design Plan, 1997
- County of Middlesex Official Plan, 1997 as amended

For the purposes of presenting the proposed Official Plan to the public and obtaining public input, an open house was held on June 13<sup>th</sup>, 2007 in the Municipal Office Building in Glencoe. A public meeting was subsequently held on June 20<sup>th</sup>, 2007 in accordance with the requirements of the Planning Act in the Community Centre in Appin.

Preparation of the Official Plan for the Municipality of Southwest Middlesex has been based on research conducted through various studies, meetings, and consultation with agencies and the public.

## 1.5 ASSUMPTIONS

The Official Plan of the Municipality of Southwest Middlesex is based on the following assumptions:

- a) Continued growth and a controlled, well-managed approach to development and the wise stewardship of land and resources are in the best interests of the Municipality;
- b) Agriculture will continue to be a significant component of the economic base and the predominant land use of the rural area given stable or improved market conditions for agricultural products and a strong commitment to a land use planning approach which is supportive of farming and which strictly controls urbanization of the rural area;
- c) Strengthening the economic base through attracting new industries and expanding existing industries is desirable and in the best interests of the Municipality;
- d) Development is able to be attracted and continued growth achieved by designating and servicing areas suitable and desirable for these purposes, by undertaking community improvements and by developing and implementing an economic development strategy;
- e) Directing the majority of residential development to settlement areas which have the facilities and infrastructure to service

such development is desirable and in the best interest of the Municipality.

## **1.6 GOALS AND OBJECTIVES**

The Official Plan of the Municipality of Southwest Middlesex is based on the desire to achieve the following goals and objectives:

- a) To achieve a steady increase in population;
- b) To foster local economic development;
- c) To increase employment opportunities and to increase commercial and industrial assessment;
- d) To provide and sustain basic educational, recreational and health related services and facilities;
- e) To provide a diverse and affordable range of housing opportunities;
- f) To facilitate the provision of basic goods and services to meet community needs;
- g) To direct the majority of future growth and development to settlement areas best suited for these purposes;
- h) To improve the quality of life;
- i) To maintain the predominantly agricultural character of the rural area through the preservation of prime agricultural land, support for normal farm practices and related infrastructure,

and strict controls on the random urbanization of the rural area by non-farm related uses;

- j) To protect and enhance natural heritage features and cultural heritage features;
- k) To protect groundwater and surface water resources;
- l) To recognize, protect and strengthen the defining and distinct characteristics of both the urban and rural areas of the Municipality;
- m) To provide and maintain an infrastructure capable of meeting the needs of the community.

## **1.7 DESIGN POPULATION**

~~The most recent census of the Municipality of Southwest Middlesex was recorded at 5,890 in 2006 of which 2,095 (36%) resided in Glencoe and the remainder in Wardsville, a number of hamlets and throughout the rural area. The recorded population represented a decline of 3.7% from 6,114 in 2001 for Southwest Middlesex as a whole and for the Village of Glencoe from 2152.~~

~~Based on projections made in 2001 by the County of Middlesex, a number of different projections were made for lower tier municipalities in the County. For Southwest Middlesex, the population would increase to 7,265 in 2021 based on the average annual growth rate of 0.68% during the period 1981-1996. Based on low, medium and high~~

annual growth rates during a 15-year period, the County projections for Southwest Middlesex ranged from 6,800 to 8,329 in 2021. Finally, based on a share analysis (the percentage share Southwest Middlesex has of the County population as-a-whole) the population of Southwest Middlesex would increase to 7,192 in 2021 according to the report.

More recent projections made by the County of Middlesex in 2003 pointed to an actual decline in the population of Southwest Middlesex which now appears to be taking place. Based on three different scenarios, the population of Southwest Middlesex would range from 4,802 to 5,885 in 2026. The high scenario was adopted by the County for planning purposes, under which the population of Southwest Middlesex would decline to 5,885 in 2026. In fact, this population decline was essentially reached in 2006.

For the purposes of this Plan, a target population of 6,500 is adopted based on the demonstrated ability of the former Village of Glencoe to attract industrial development, the attributes of the area conducive to development and the commitment of the new Municipality to a proactive strategy to attract development. The target population is equivalent to an annual average growth rate of 0.5% and is considered realistic to achieve. It shall be reviewed every 5 years following the release of the census by Statistics Canada.

The Municipality has taken and continues to take actions and initiatives to encourage growth and development and the maintenance

of a sustainable community in Southwest Middlesex. These actions and initiatives have included commissioning an Environmental Study Report to evaluate increasing the reserve capacity of the Village of Glencoe's sanitary sewage system thereby ultimately removing what will otherwise be a significant constraint to development. Increasing the capacity of the system would also include an allowance to potentially treat sewage from the hamlets of Appin and Melbourne, thereby offering full municipal services to both settlement areas and facilitating limited development. The Municipality has recently established a municipal land bank to attract industrial and commercial development and has facilitated the provision of infrastructure to open up lands for residential development in the Village of Glencoe. The Municipality has also offered to provide a site for a new public school in the Hamlet of Melbourne to ensure a public school remains in the settlement area and has funded special educational programs at Glencoe District High School to strengthen the cause for retaining a secondary school in the Municipality. The Municipality has also developed an active marketing program to promote Southwest Middlesex as a place to live and visit.

The most recent census of the Municipality of Southwest Middlesex was recorded at 5,893 in 2021, of which 2,158 (36%) resided in Glencoe and the remainder in Wardsville and a number of small hamlets throughout the rural area. The recorded population represents an increase of 3.0% from 5,723 in 2016 for Southwest Middlesex.



Based on projections made in 2022 as part of the County of Middlesex Official Plan Review, the local municipalities within the County are anticipated to experience moderate to strong growth rate in housing to 2046. Low, reference, and high growth scenarios were prepared for each of the lower tier municipalities within the County.

A number of different projections were made for lower tier municipalities in the County. For Southwest Middlesex, in the middle growth scenario the population is projected to increase by approximately 400 people between 2021 and 2046. This would result in a projected increase of approximately 560 dwelling units within Southwest Middlesex over the long-term planning horizon.

## 1.8 **GROWTH MANAGEMENT STRATEGY**

The growth management strategy adopted by this Plan covers the period ~~2006-2026~~ 2022-2046. It is designed to direct the majority of future growth to the settlement area of Glencoe, to minimize the loss of prime agricultural land, to protect the natural heritage, to enable farm operations the ability to expand and adapt to changing markets and technology, and to minimize the potential for conflicts between farmers and non-farm residents. It is designed to make efficient use of land and the capital investment in infrastructure by the Municipality and upper levels of government, to strengthen settlement areas and to limit the costs to the Municipality associated with 'sprawl' or the random urbanization of the countryside.

Glencoe, being the largest settlement area in Southwest Middlesex serviced by a municipal water supply system and municipal sanitary sewage system and strategically located in the geographic centre of the Municipality, is the logical and practical focus of growth and development in the Municipality. ~~In 2006, in response to concerns raised by the Ministry of Environment over the existing capacity of the Glencoe Sanitary Sewage System, the Municipality undertook an assessment of the system and its reserve capacity. As a result of that assessment, the Municipality has commissioned the preparation of a class environmental assessment to provide the basis for expanding the capacity of the system to accommodate future growth.~~

Wardsville is serviced by a municipal sanitary sewage system and, ~~more recently,~~ a municipal water supply system, ~~thereby resolving long standing public health related concerns and removing key obstacles to development. While, as a result, Wardsville will be able to better accommodate development, demand.~~ Development is expected to continue to be limited given its location from large population and employment centres. It does, however, have a number of amenities which may make it attractive to a retirement population.

Appin, Melbourne and Pratt Siding are serviced by a municipal water supply system only. Middlemiss is not. Unless and until full municipal services are provided, growth will continue to be restricted in all hamlets. Development will be small in scale and limited to infilling and minor extensions of existing development.

In the remainder of the rural area, new residential development will be strictly limited being directed to areas specifically designated for these purposes and existing 'lots of record'. The creation of new residential lots in the rural area shall be limited to the disposal of surplus farm dwellings and to areas designated 'Rural Residential'. Non-agriculturally related industrial and commercial development shall be directed primarily to Glencoe.

Under the County of Middlesex Official Plan, settlement areas are defined as being areas where development is concentrated and contiguous and which have the potential to accommodate additional development. Three types of settlement areas are recognized; namely, urban areas, community areas and hamlet areas. Urban areas are settlements that have the demonstrated potential to accommodate future growth through population projections and either full municipal services or the potential to provide full municipal services. On the other hand, community areas are settlements that have the demonstrated potential to accommodate future growth through population projections, have the demonstrated potential to provide a level of service necessary to support future growth and currently serve a community function. Finally, hamlets are settlements where it is assumed full municipal services will not be provided in the foreseeable future, thereby limiting growth to a level commensurate with that level of service.

While Glencoe, Wardsville, Appin and Melbourne are identified as urban areas or community areas in the County Official Plan, only Glencoe really qualifies as an urban area and only Wardsville qualifies as a community area. The remaining settlement areas i.e. Appin, Melbourne, Middlemiss and Pratt Siding qualify as hamlets. Although all but Middlemiss are serviced by a municipal water supply system, growth is strictly limited in the absence of a municipal sanitary sewage system.

Under the Provincial Policy Statement, settlement areas comprise built-up areas where development is concentrated and which have a mix of land uses. Such areas are to be the focus of growth and their vitality and regeneration promoted. Prime agricultural areas are to be maintained for agricultural purposes and prime agricultural land is to be protected. Natural heritage is to be protected for the long term.

The growth management strategy of the Official Plan for the Municipality of Southwest Middlesex is in conformity with the County of Middlesex Official Plan and is consistent with the Provincial Policy Statement.

## **1.9 COUNTY OF MIDDLESEX**

The ~~current~~ County of Middlesex Official Plan ~~came into effect on December 17<sup>th</sup>, 1997. It~~ constitutes an upper tier plan whereas this Official Plan constitutes a lower tier plan. As such, under the Planning Act, this Plan is required to conform to the County Official Plan. In the

event of a conflict between the Official Plan of Southwest Middlesex and the County of Middlesex Official Plan, the County Plan prevails to the extent of such conflict. In all other respects, this Plan prevails.

~~The County has recently completed the five-year review of the Plan resulting in the adoption of a comprehensive amendment to the Plan. Key changes to the Plan include a less restrictive policy on the disposal of surplus farm dwellings and the setting of targets for residential intensification and redevelopment in accordance with the new Provincial Policy Statement. Other changes particularly relevant to Southwest Middlesex include new or revised policies on population projections, economic development, natural heritage and groundwater.~~

#### **1.10 MATTERS OF PROVINCIAL INTEREST**

The Municipality, in carrying out its responsibilities under the Planning Act, is required to be consistent with 'matters of provincial interest' as declared by the Act. They are:

- a) the protection and improvement of ecological systems, including natural areas, features and functions;
- b) the protection of agricultural resources;
- c) the protection of natural resources and the mineral resource base;
- d) the conservation of features of significant architectural, cultural, historical, archaeological or scientific interest;

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- 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;
- 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 possibilities;
- 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;

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- r) the promotion of the built form that is well-designed, encourages a sense of place, and 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;
- t) the accessibility for persons with disabilities to all facilities, services and matters to which the Act applies.

These matters of provincial interest, which are further elaborated on in the Provincial Policy Statement, shall be considered by the Municipality in the evaluation of any proposed amendment to this Plan, the adoption of a new comprehensive Zoning By-law and any subsequent amendments or variances, the approval of a plan of subdivision or condominium, the granting of a consent or any other planning-related approval required under the Planning Act.

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## **2 GENERAL PLANNING DIRECTIONS**

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### **2.1 BACKGROUND**

This section of the Plan deals with issues and matters which affect or are important to the entire Municipality or which are not necessarily specific to any particular area or designation. The first three topics deal with the key elements of the Municipality's economic base. Explicitly recognizing these elements in the planning process will foster their growth and sustainability and the economic development of the Municipality as-a-whole. Housing, recreation and community improvement are municipal-wide issues and are also addressed in this section. Elements which define the character of Southwest Middlesex and provide it with its own sense of uniqueness are evident throughout the Municipality. They include its natural heritage and cultural heritage which needs to be recognized, protected and, in some instances, enhanced. They are also addressed in this section.

### **2.2 AGRICULTURE**

#### **2.2.1 GOALS AND OBJECTIVES**

- a) To preserve prime agricultural land;
- b) To protect prime agricultural areas for the purposes of agriculture;

- c) To maintain and support agriculture as a key component of the local economy;
- d) To protect agricultural operations from the unwarranted intrusion of non-agricultural activities which potentially limit or conflict with these operations.



#### **2.2.2 PRESERVATION OF PRIME AGRICULTURAL LAND**

Prime agricultural land shall be preserved for agricultural purposes except as may be otherwise permitted by this Plan.

#### **2.2.3 ECONOMIC IMPACT**

The importance of agriculture to the local economy is recognized and its growth, expansion and adjustment to changing market conditions and technology supported.

#### **2.2.4 PROTECTION OF PRIME AGRICULTURAL AREAS AND OPERATIONS**

Prime agricultural areas and normal farm practices shall be protected from the intrusion of non-agricultural, conflicting uses and activities.

## **2.3 INDUSTRY**

### **2.3.1 GOALS AND OBJECTIVES**

- a) To support and facilitate the expansion of existing industry;
- b) To attract new industry which has, or potentially has, no negative impact on the environment and on the ability of the Municipality to provide the necessary services;
- c) To meet the requirements of industry with respect to land, accessibility, services and protection from the encroachment of sensitive uses;
- d) To direct industrial development in those areas which are best able to meet the needs of industry, such as the certified industrial site.

### **2.3.2 STRATEGY**

The Municipality shall develop an economic development strategy in conjunction with the County of Middlesex and appropriate to Southwest Middlesex which focuses on the retention and expansion of its existing industries and on the attraction of new industries.

### **2.3.3 INDUSTRIAL LAND INVENTORY**

An adequate supply of suitably located, serviced (or readily serviced), and zoned land shall be designated at all times for the purposes of

accommodating new industries and the expansion of existing industries.

### **2.3.4 INDUSTRIAL LAND BANK**

The Municipality may acquire, service, zone, and otherwise prepare and dispose lands suitable for the purposes of facilitating industrial development.

### **2.3.5 ENCROACHMENT OF SENSITIVE LAND USES**

Industrial areas and industrial uses shall be protected from the unwarranted encroachment of land uses that have the potential to create land use incompatibilities and conflicts. Development of residential or other sensitive land uses proposed to be located near industrial uses or areas may be required to carry out noise, air quality and/or vibration assessments and determine control measures to the satisfaction of the Ministry of the Environment, Conservation and Parks and/or the Municipality. The long-term viability of industrial and employment uses that are vulnerable to encroachment shall be protected by ensuring that proposed adjacent sensitive land uses are only permitted if the following are demonstrated in accordance with provincial guidelines, standards and procedures:

- a) There is an identified need for the proposed use;
- b) alternative locations for the proposed use have been evaluated and there are no reasonable alternative locations;

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

d) potential impacts to industrial, manufacturing, or other uses are minimized and mitigated.

### **2.3.6 INFRASTRUCTURE**

The Municipality shall provide, improve and maintain the infrastructure necessary to meet the needs of industry.

## **2.4 COMMERCE**

### **2.4.1 GOALS AND OBJECTIVES**

- a) To improve the range, quality, price and accessibility of goods and services to meet the needs of the community;
- b) To strengthen and revitalize the economic viability of existing commercial areas, particularly the historic downtown cores and 'main streets' of villages and hamlets;
- c) To attract new commercial development and facilitate the expansion of existing commercial development.

### **2.4.2 COMMERCIAL DEVELOPMENT**

The establishment of new and the expansion of existing commercial development shall be supported and facilitated provided the viability of existing commercial areas is not adversely affected.

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## **2.4.3 EXISTING COMMERCIAL AREAS**

To the extent its priorities and resources permit, the Municipality shall undertake and support measures to enhance and strengthen existing commercial areas.

## **2.5 HOUSING**

### **2.5.1 GOALS AND OBJECTIVES**

- a) To provide a wide variety of housing types to meet community needs;
- b) To ensure housing is available and affordable to low and moderate income households;
- c) To achieve residential intensification and redevelopment where compatible with existing development and where infrastructure is appropriate;
- d) To improve substandard housing conditions.

### **2.5.2 HOUSING STOCK**

A wide variety of housing types and tenure shall be encouraged and supported to meet the needs, affordability and preferences of existing and future residents, which is compatible with the scale and character of the existing community and which is commensurate with the services required to support it.

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### **2.5.3 RESIDENTIAL LAND INVENTORY**

A minimum ~~10~~ **15** year supply of land shall be designated and zoned for residential purposes at all times to accommodate anticipated housing needs of which a minimum of 3 year supply shall be land with servicing capacity. Lands designated and zoned shall be for a variety of residential types and include both previously undeveloped lands as well as lands suitable for residential intensification and redevelopment.

### **2.5.4 INTENSIFICATION AND REDEVELOPMENT**

Residential intensification shall mean the intensification of a property, site or area which results in a net increase in residential units or accommodation whereas redevelopment shall mean the creation of new housing units on previously developed land in settlement areas. Residential intensification and redevelopment shall be strongly encouraged in settlement areas subject to adequate amenities being provided, adequacy of services and facilities, and compatibility with neighbouring uses. The County of Middlesex has established that 15% of all development be for intensification and redevelopment in built-up areas. The Municipality shall do whatever is feasible to meet the 15% target established by the County for intensification and redevelopment including identifying intensification and redevelopment opportunities in built-up areas and the publication and promotion of such information to potential developers and builders. The information shall identify any obstacles associated with these opportunities which may prevent them from being realized and the measures the Municipality may be able to

take to overcome them. The adoption of measures to facilitate and expedite the approval process for intensification and redevelopment projects shall also be considered.

### **2.5.5 HOUSING FOR SPECIAL NEEDS**

The Municipality shall use its best efforts and may partner with senior levels of government to ensure that an adequate supply of housing is available for those in social and economic need including low and fixed incomes; senior citizens; and the mentally, socially and physically challenged.

### **2.5.6 AFFORDABLE HOUSING**

The County of Middlesex has established a minimum target of 20% for the provision of housing which is affordable to low and moderate income households, ~~deemed to be housing which is priced 10% below the average price of a re-sale dwelling unit in the regional market area.~~

The Municipality shall do whatever is feasible to meet the 20% target established by the County for affordable housing including, but not necessarily limited to, identifying opportunities for affordable housing, partnering with or supporting the efforts of non-profit housing corporations to develop affordable housing projects and encouraging developers to incorporate affordable housing units in their projects.



### 2.5.7 INNOVATIVE HOUSING

Innovative forms of housing and creative site design shall be encouraged in all settlement areas which make greater use of existing infrastructure, where natural amenities and landscaped open space are provided, retained and/or enhanced; relationships to the existing community strengthened and the amenity and character of neighbouring residential areas protected.

### 2.5.8 GROUP HOMES

Group Homes whereby persons by reason of their emotional, mental, social or physical condition require or benefit by a group living arrangement reside under responsible supervision shall be permitted in all land use designations where residential uses are permitted. In order to prevent an undue impact of group homes in residential areas, standards governing their type, size and location (including minimum separation distances between them) shall be established in the Zoning By-law. Locations on arterial or collector roads shall be preferred. The Municipality may require the registration and annual renewal of group homes in accordance with the provisions of the Municipal Act.

### 2.5.9 GRANNY FLATS TEMPORARY GARDEN SUITES

A 'granny flat', garden suite, mobile home or similar secondary temporary dwellings may be permitted for up to 40 20 years for family members provided such units are designed to be subordinate in size

than the main dwelling. portable and removed from the lands, or readily converted to a non-residential use, upon no longer being required for their intended occupants. The lands shall be sufficiently large to accommodate the dwelling and its required services and measures taken, if necessary, to ensure compatibility with neighbouring uses.

The following policies shall apply to garden suites:

- a) A garden suite shall not be permitted where an existing Additional Residential Unit is located within a detached accessory building or structure;
- b) A garden suite shall be permitted where the lands are sufficiently large enough to accommodate the garden suite, in compliance with the provisions of the Zoning By-law;
- c) A garden suite shall be located in close proximity to the existing dwelling to minimize the impact on agricultural land, surrounding agricultural uses, and to co-locate services, where possible;
- d) A garden suite shall be permitted where there is adequate water and sewage capacity on the lot to service the suite;

- e) A garden suite shall not be permitted to be located within the natural heritage system, floodplain areas, or other hazardous lands.
- f) A garden suite shall comply with the Minimum Distance Separation (MDS) formula relative to any neighbouring livestock facilities; and
- g) The severance of a garden suite shall not be permitted.

A Temporary Use By-law shall be required in accordance with the Planning Act along with an agreement with the Municipality which addresses occupancy of the dwelling, its removal or conversion to other uses at the end of the prescribed period and the posting of security to ensure due performance.

### **2.5.10 SUBSTANDARD HOUSING**

Minimum standards for occupancy shall be adopted by by-law and enforced on a complaint basis. Programs designed to eradicate substandard housing conditions shall be supported.

### **2.5.11 ADDITIONAL RESIDENTIAL UNITS**

An Additional Residential Unit (ARU) is a self-contained dwelling unit ancillary to the primary residential dwelling unit on a property. An Additional Residential Unit may be located within the primary dwelling and / or in a detached accessory building or structure ancillary to the

primary residential unit, for a total of up to three residential units. Additional Residential Units are permitted in all designations where single detached, semidetached, and rowhouse (townhouse) dwelling units are permitted, subject to the requirements of the implementing Zoning By-law. ARU's shall be established in accordance with the following:

- a) ARUs shall meet the requirements of the Ontario Building Code, Fire Code, and all other Provincial, County, and Municipal standards;
- b) the provision of adequate access, emergency access, and on-site parking;
- c) that the ARU is clearly subordinate in scale and function to the primary dwelling unit and has a maximum floor area of 49% of the primary dwelling;
- d) Notwithstanding section 2.5.11c), further limitations on the maximum permissible size of an additional residential unit may be identified in the Municipality's Zoning By-law;
- e) the provision of adequate water and wastewater services, and where appropriate shared services between the primary dwelling and the ARUs are encouraged;

- f) ARUs are not permitted in natural heritage system, floodplain areas, or hazard lands as defined and regulated by the conservation authority.
- g) Each additional residential unit shall have one parking space that is provided and maintained for the sole use of the occupant of the additional residential unit. A parking space that is provided and maintained for the sole use of the occupant may be a tandem parking space.
- h) In addition to the above, where an ARU is located outside of a settlement area the following criteria will also apply:
  - i) An ARU shall be located within close proximity to the existing building cluster;
  - ii) ARUs are to meet Minimum Distance Separation Formulae requirements; and
  - iii) ARUs are prohibited from being severed from the property unless as part of the severance of the primary dwelling unit as a residence surplus to a farming operation, in compliance with the Municipality's Zoning By-law.

## 2.6 **RECREATION**

### 2.6.1 **GOALS AND OBJECTIVES**

- a) To provide a variety of recreational facilities to meet the diverse needs of the community;
- b) To maintain recreational facilities to a safe and high standard;
- c) To increase opportunities for physical fitness and outdoor recreation activities;
- d) To achieve long term sustainability and community participation in the provision and maintenance of recreational facilities.

### 2.6.2 **PROVISION OF RECREATION FACILITIES**

To the extent its resources and priorities permit and a demonstrated need exists, the Municipality shall maintain, improve and expand the provision of recreation facilities.

### 2.6.3 **IMPROVING PHYSICAL FITNESS**

The provision of walking trails, bicycle paths, jogging trails and similar facilities to increase opportunities for physical fitness in the Municipality shall be encouraged.

## 2.6.4 ROLE OF THE PUBLIC AND PRIVATE SECTOR

The Municipality shall encourage the involvement of the public, community organizations and clubs, the conservation authorities and the private sector in the provision and maintenance of recreation facilities.

## 2.7 NATURAL HERITAGE FEATURES

### 2.7.1 GOALS AND OBJECTIVES

- a) To preserve and protect natural heritage features;
- b) To achieve a self-sustaining natural heritage system;
- c) To maintain, restore or wherever possible, enhance natural heritage features in terms of their ecological function, diversity, connectivity and scenic quality.
- d) To encourage development and land use patterns that consider the impacts of climate change and aim to adapt to and mitigate the impacts of climate change through the promotion of resilient communities.



### 2.7.2 MEANING

Natural heritage features in Southwest Middlesex include wetlands, habitat of endangered and threatened species, areas of natural and scientific interest (ANSI's), valley lands, woodlands and fish and wildlife habitat. Where mapping is available, such features are shown on Schedule 'B' In some instances, natural heritage features are considered significant at the provincial level while others are considered significant at the local level.

### 2.7.3 INTENT

Natural heritage features warrant protection due to their ecological and social value as well as their contribution to the natural landscape and visual character of the Municipality. They shall be left in their natural or undisturbed state and protected from incompatible development, site alteration and other uses or activities that would have a negative impact on them or on their ecological functions.

### 2.7.4 WETLANDS

Four provincially significant wetlands and four locally significant wetlands have been identified in Southwest Middlesex as shown on Figure 1 and Figure 2. Uses permitted within these wetlands shall be restricted to conservation, outdoor education and passive recreation uses. Other activities permitted may include hunting, trapping and fishing. Development and site alteration shall not be permitted. On

adjacent lands (generally 120 metres), development and site alteration shall only be permitted where it has been demonstrated there will be no negative impacts on the wetland or its ecological function. Development or site alteration shall only be permitted in accordance with a permit being issued by the conservation authority having jurisdiction.

#### **2.7.5 SIGNIFICANT HABITAT OF ENDANGERED AND THREATENED SPECIES**

The Ministry of ~~Natural Resources~~ Environment, Conservation and Parks is responsible for the identification of Significant Habitat of Endangered and Threatened Species. Identification or verification of Significant Habitat of Endangered and Threatened Species shall be carried out on a site by site basis for all development or site alteration applications known or suspected to contain habitat of an endangered or threatened species. The Ministry shall be consulted to provide technical review and identification and approval of significant habitat.

Lands within 120 metres of areas identified as Significant Habitat of Endangered and Threatened Species are considered to be adjacent lands. The Ministry shall be consulted to provide guidance on setbacks or other mitigation measures to ensure protection of endangered and threatened species and their habitats. Information on endangered and threatened species may be provided from Development Assessment Reports, the Ministry's Natural Heritage Information Centre, or directly from the Ministry.

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Endangered and threatened species and their habitats are also protected under Ontario's Endangered Species Act, 2007. Consultation with the Ministry will help to ensure development and site alteration is consistent with the Provincial Policy Statement and complies with the Endangered Species Act. ~~Habitat for species of concern (formerly known as vulnerable species) is not protected under the Act, but protection may be provided under the Provincial Policy Statement.~~ Habitat for species of special concern is not protected under the Act, but is considered Significant Wildlife Habitat, which is protected under the Provincial Policy Statement.

Significant Wildlife Habitat is not included on the Official Plan Schedules. This is to be determined through a Development Assessment Report, using the Significant Wildlife Habitat Technical Guide prepared by the Province. Development and site alteration shall not be permitted in significant wildlife habitat or on adjacent lands, generally considered to be lands within 120 metres of such areas, unless it can be demonstrated that there will be no negative impacts on the natural features or their ecological functions.

#### **2.7.6 ANSI'S, VALLEYLANDS, WOODLANDS AND WILDLIFE HABITAT**

Significant areas of natural and scientific interest (ANSI) as shown on Figure 3 and Figure 4, valley lands associated with the Sydenham River and the Thames River, woodlands identified in the Middlesex Natural Heritage Systems Study (MNHSS), 2003 2014 being generally

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four hectares or greater in size and considered to be significant as a result of their contribution to the ecology, quality and natural diversity of the County and significant wildlife habitat are considered natural heritage features. Development and site alteration shall not be permitted in these areas or on adjacent lands, generally considered to be lands within ~~50~~ 120 metres of such areas, unless it has been demonstrated there will be no negative impact on the feature or on its ecological function.

### 2.7.7 FISH HABITAT

Fish habitat includes spawning grounds and nursery, rearing food supply and migration areas on which fish depend directly or indirectly in order to carry out their life processes. All natural watercourses, natural ponds, wetlands and municipal drains shall be considered fish habitat. Development and site alteration shall not be permitted in waters identified as fish habitat except in accordance with provincial and federal legislation and policies for the protection of fish and fish habitat. On adjacent lands, generally considered to be lands within ~~30~~ 120 metres of such areas, development and site alteration shall not be permitted unless it has been demonstrated there will be no negative impact on the fish habitat or on its ecological function.

### 2.7.8 TREE CUTTING

The Municipality supports sound forest management to sustain the quality, health and value of its woodlands. The cutting and removal of

trees in natural heritage features shall be governed by the provisions of the County of Middlesex Woodlands Conservation By-law. Where Planning Act applications are required to allow for development, cutting of trees within significant natural heritage features will be reviewed through the Development Assessment Report process.

### 2.7.9 EVALUATION OF DEVELOPMENT PROPOSALS

Where development or site alteration is proposed on lands lying adjacent to, or lying within, a natural heritage feature, the proponent shall submit a Development Assessment Report (DAR) in accordance with ~~“A Guideline for Development Assessment Reports” August 2007~~ to the County of Middlesex Official Plan. Approval of the Development Assessment Report shall rest with the County in consultation with the Municipality, the Ministry of Natural Resources Environment, Conservation and Parks and the conservation authority having jurisdiction.

The MNHSS Study (2014) provides the methodology used to identify features and the criteria used to determine the significance of features for inclusion in the Natural Heritage System.

Limitations of the MNHSS Study (2014) mean that some natural features and ecological functions may not currently be included in the Natural Heritage System and may require further field studies and evaluation to determine the protection requirements of applicable Federal or Provincial legislation. Where development is proposed a

DAR will require the completion of appropriate studies to determine the significance and protection needs of the following where present:

- a) Natural heritage features not currently included in Natural Heritage System are considered candidates for significance until a DAR is completed to assess their significance based on criteria provided in the MNHSS Study (2014):
- b) Fish habitat as identified by the Federal Department of Fisheries and Oceans require the completion of appropriate studies to ensure compliance with the Fisheries Act:
- c) Significant habitat of endangered species and threatened species as identified by the Province, in accordance with the Endangered Species Act, 2007; and
- d) Significant Wildlife Habitat identified and evaluated in consultation with the Ministry of Environment, Conservation and Parks.

### **2.7.10 WOODLANDS CONSERVATION**

The efforts of landowners and other public bodies shall be supported to improve the amount, quality and effectiveness of woodlands and to protect significant woodlands from land uses and activities which threaten their sustainability. Reforestation shall be encouraged, particularly on low capability agricultural land, on small agricultural parcels which are inefficient or unproductive to cultivate and on oversized rural residential lots.

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### **2.7.11 ENHANCEMENT**

The Municipality shall encourage the restoration and, where feasible, the rehabilitation of natural heritage features, where opportunities arise, through measures such as reforestation, forest management, establishment of linkages or corridors and wildlife management.

### **2.7.12 OWNERSHIP AND PUBLIC ACCESS**

The designation of natural heritage features and the policies applying to them shall not be construed that these lands will ultimately be purchased by the Municipality or any other public body, or that they are free and open to the public.

## **2.8 SURFACE AND GROUNDWATER RESOURCES**

### **2.8.1 GOALS AND OBJECTIVES**

- a) To improve the quality and quantity of the Municipality's surface and groundwater water resources;
- b) To promote the efficient and sustainable use of the Municipality's surface and groundwater resources;
- c) To ensure groundwater resources remain a safe and secure source of supply for those who depend on it.

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## 2.8.2 WATER QUALITY AND QUANTITY

Surface water sources, including streams, lakes, ponds and wetlands are normally protected through their inclusion within the Natural Heritage System. The identification and mapping of important groundwater features, including highly vulnerable aquifers and source groundwater recharge areas, has been conducted by the Conservation Authorities. Groundwater sources occur throughout the Municipality and are an essential resource for urban and rural water supplies, agricultural production and the maintenance of the natural heritage system. It is the intent of this Plan that all development shall be subject to the following policies to ensure that water quality and quantity are not adversely affected. Specifically, it is the Municipality's intent that the development of public and private uses will not significantly alter groundwater recharge or discharge, impair groundwater or surface water quality, or negatively impact municipal groundwater supply. Maintaining a sustainable groundwater supply is a priority to meet the needs of current and future residents. The following policies are intended to address both ground water and surface water protection.

With respect to water resources, the Municipality shall endeavour to:

- a) Identify water resource systems consisting of groundwater features, hydrologic functions, natural heritage features and areas, and surface water features, which are necessary for the ecological and hydrological integrity of the watershed.

- b) Maintain linkages and related functions among groundwater features, hydrologic functions, natural heritage features and areas, and surface water features.
- c) Protect or enhance the function of sensitive groundwater recharge areas, discharge areas, aquifers and headwaters.
- d) Work cooperatively with Conservation Authorities and Provincial Ministries regarding land management issues within the watersheds of the Municipality.

The Municipality shall utilize its best efforts and co-operate with the St. Clair Region Conservation Authority and the Lower Thames River Valley Conservation Authority to implement cost-effective measures designed to protect, improve and restore the quality and quantity of its water resources by identifying surface water features, groundwater features, hydrologic functions and natural heritage features and areas which are necessary for the ecological and hydrological integrity of the watersheds which Southwest Middlesex lies within.

## 2.8.3 WATER CONSERVATION

The Municipality shall identify and promote water conservation practices and implement a monitoring program to ensure their effectiveness.



#### **2.8.4 DRINKING SOURCE WATER PROTECTION**

The Municipality shall actively participate in the preparation and implementation of a source water protection plan in accordance with the Clean Water Act and led by the conservation authority(ies) designated for these purposes.

#### **2.8.5 STORMWATER MANAGEMENT**

The Municipality shall promote storm water management practices that minimize the volume of runoff and contaminant loads and increase or maintain the amount of vegetative and pervious surfaces. Storm water management plans shall be prepared for undeveloped areas prior to development to effectively control the quantity and quality of storm water runoff. Such plans shall be prepared, where appropriate to do so, on a sub-watershed basis as opposed to a land ownership basis. In the preparation and evaluation of such plans, the conservation authority having jurisdiction shall be consulted. All design parameters for storm water management shall be approved by the Municipality, the Ministry of Environment, Conservation, & Parks, and the conservation authority having jurisdiction. A Certificate of Approval shall be required from the Ministry prior to construction. Wetlands shall not be used for the purposes of stormwater management.

#### **2.9 URBAN AND RURAL CHARACTER**

##### **2.9.1 GOALS AND OBJECTIVES**

- a) To maintain and strengthen the distinct identity and character of settlement areas;
- b) To maintain and strengthen the distinct identity and character of the rural area;
- c) To achieve well planned, compact development and the full utilization of urban lands;
- d) To achieve a high standard of urban and rural design.
- e) To support strong urban design and revitalization that considers affordable housing where appropriate as a means of enhancing the quality of place.
- f) To encourage forms of active transportation, including pedestrian and cyclist movements, to be incorporated into development proposals.
- g) To support the creation of public spaces that are of high quality, safe, accessible, attractive, and vibrant.

##### **2.9.2 DISTINCT FEATURES AND ELEMENTS**

Features and elements which contribute to the distinct identity and character of the Municipality shall be identified as well as the means to protect and enhance these features and elements including but not

limited to heritage resources, streetscapes, natural features and cultural landscapes.

### 2.9.3 URBAN DESIGN

The following principles shall be applied to strengthen and maintain the role, character and function of settlement areas:

- a) urban development shall occur, wherever possible, in a contiguous fashion maintaining at all times a clear and distinct edge as opposed to taking place in an ad hoc, incremental fashion characterized by intervening undeveloped lands;
- b) a high standard of design, quality and maintenance shall be encouraged along corridors/gateways leading into settlement areas;
- c) commercial streetscapes shall be up-graded to improve their identity, function, appearance, accessibility, parking and amenities;
- d) the health, safety and quiet enjoyment of residential neighbourhoods shall be respected;
- e) creative and functional outdoor amenity areas for multi-unit residential developments shall be provided;
- f) effective buffering shall be provided between potentially conflicting uses;

- g) off-street parking areas shall be appropriately surfaced, graded, accessed and landscaped.

### 2.9.4 RURAL DESIGN

The following principles shall be applied to strengthen and maintain the distinct identity and character of the rural area:

- a) the agricultural character of the rural area shall be maintained;
- b) natural heritage features shall be protected and enhanced wherever possible;
- c) urban intrusions into the rural area shall be strongly discouraged;
- d) the rural heritage shall be preserved and protected;
- e) scenic vistas and roads shall be preserved wherever feasible and possible.



### 2.9.5 DISTINCTIVE CHARACTERISTICS AND ELEMENTS

The defining characteristics and elements of the Municipality which contribute to its uniqueness and sense of place shall be identified

along with the measures necessary for preservation, protection and enhancement.

### **2.9.6 MEASURES**

The Municipality shall use its best efforts and apply site plan control, sign control, community improvement, property maintenance and other statutory powers, partnerships and educative measures to achieve a high standard of urban and rural design

## **2.10 COMMUNITY IMPROVEMENT**

### **2.10.1 GOALS AND OBJECTIVES**

- a) To achieve minimum standards of public health, safety and occupancy;
- b) To ameliorate property conditions which pose a blight, eyesore, nuisance, risk or land use conflict;
- c) To improve areas experiencing decline, blight or neglect;
- d) To up-grade and maintain municipal infrastructure and facilities in accordance with prevailing standards.
- e) To support agricultural operations and their contributions to the local economy, including attracting new visitors to the Municipality through agri-tourism;
- f) To increase opportunities for affordable housing options.

## **2.10.2 COMMUNITY IMPROVEMENT PLANS**

The Municipality may, under the provisions of the Planning Act, designate an area as a community improvement project area and prepare for such area a community improvement plan. The plan may address such initiatives as the rehabilitation of the area through the clearance of land, development, redevelopment or combination thereof and the provision and rehabilitation of amenities, uses, buildings, works, improvements or facilities as may be considered desirable or necessary.

### **2.10.3 COMMUNITY IMPROVEMENT PROJECT AREAS**

The following criteria shall be used to identify areas potentially suitable for designation as a community improvement project area.

- a) areas characterized by substandard infrastructure (e.g. water supply, storm drainage, streets, sidewalks, parking);
- b) areas characterized by substandard buildings and/or properties;
- c) areas where there is a potential for a more desirable, compatible or viable use of land;
- d) areas characterized by land use conflicts or blight;
- e) areas characterized by economic stagnation or decline.
- f) lands designated agriculture that have frontage on a designated arterial road.

#### 2.10.4 MUNICIPAL INITIATIVES

Within a community improvement project area, the Municipality may, in accordance with the provisions of the Planning Act, acquire, hold, clear, grade or otherwise prepare land for the purposes of community improvement and offer grants or loans for the purposes of rehabilitating buildings or land in conformity with the community improvement plan.



#### 2.10.5 PUBLIC INPUT

Prior to designating a community improvement project area and prior to the adoption of a community improvement plan, the Municipality shall notify the public and hold the necessary public meetings in accordance with the Planning Act. In addition, the Municipality may appoint a community advisory committee to assist in the preparation of the community improvement plan.

### 2.11 CULTURAL HERITAGE RESOURCES

#### 2.11.1 GOALS AND OBJECTIVES

- a) To protect, conserve and enhance heritage resources;
- b) To increase public awareness of the nature and importance of heritage resources to the community;
- c) To respect private property rights in the protection of heritage resources.
- d) To encourage engaging and partnering with Indigenous communities to consider their interests when identifying, protecting and managing cultural heritage resources and archaeological resources.



#### 2.11.2 MEANING

Heritage resources include buildings, structures, monuments, cemeteries and installations or remains associated with the architectural, economic, cultural, social, political or military history of Southwest Middlesex and potentially significant to it. They also include significant or rare landscapes, scenic vistas, archeological remains

and events and elements significant to the history of settlement and social fabric of the Municipality.

### **2.11.3 PROTECTION OF HERITAGE RESOURCES**

The Municipality shall use its best efforts to identify, protect, conserve and enhance its heritage resources. Development and site alteration shall not be permitted on lands containing archaeological resources or areas of archaeological potential unless significant archaeological resources have been conserved. Development and redevelopment which is sensitive to heritage resources, which incorporates and utilizes heritage resources, and which is in harmony with heritage resources shall be encouraged.

### **2.11.4 AWARENESS OF HERITAGE RESOURCES**

Measures to increase public awareness shall be encouraged through a variety of measures including the identification of heritage resources, designation of properties under the Heritage Act, maintaining historic records, holding of special events and the appointment of a heritage advisory committee or similar entity.

### **2.11.5 INVENTORY**

The Municipality may undertake an inventory of its heritage resources for the purposes of identifying, mapping and documenting and the preparation of an appropriate strategy to ensure their protection, conservation and enhancement.

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### **2.11.6 DESIGNATION OF HERITAGE PROPERTIES**

In accordance with the provisions of the Heritage Act, buildings, structures or sites may be designated by the Municipality, with or without the consent of the owner, to be of architectural and/or historical significance where such buildings, structures or sites meet one or more of the following criteria:

- a) represent a unique or rare example, or the only (or one of the few) remaining examples of a particular architectural style or period in the Municipality;
- b) are representative of the early history of the development of the Municipality;
- c) are associated with some historically significant aspect or event in the history of development of the Municipality, the County or the Province; or
- d) are associated with a person or group of persons who have achieved local, provincial, national or international prominence;
- e) constitute a work of outstanding quality as a result of plan, proportions, design, construction, materials or details;
- f) represent an early or otherwise noteworthy example of the work of a renowned architect, designer or builder.

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### **2.11.7 DESIGNATION OF HERITAGE CONSERVATION DISTRICTS**

The Municipality may undertake the required studies and adopt the necessary by-laws to designate heritage conservation districts under the Heritage Act.

### **2.11.8 ALTERATION OF HERITAGE PROPERTIES**

Alterations to heritage buildings or structures designated under the Heritage Act which would adversely affect the reasons for designation shall not be permitted. Development and site alteration on adjacent lands may only be permitted where it has been demonstrated that the heritage attributes of the designated property will be conserved.

### **2.11.9 DEMOLITION OF HERITAGE PROPERTIES**

Prior to granting permission to demolish a heritage building or structure designated under the Heritage Act, the Municipality shall require the owner to submit accurate and complete information pertaining to the structural condition of the building or structure, deficiencies with respect to the Ontario Building Code, potentially viable uses and any other relevant information to determine the feasibility of maintaining as opposed to demolishing the building or structure.

### **2.11.10 ARCHEOLOGICAL REMAINS**

Where lands containing archeological remains of prehistoric and historic habitation or having the potential of containing archeological remains are proposed to be developed or redeveloped or otherwise altered, such resources shall be first identified and protected through documentation, excavation and removal, or preservation on site. Where significant archeological resources are to be preserved on site, only site development and site alteration which maintains the heritage quality of the site may be permitted.

### **2.11.11 MUNICIPALLY-OWNED HERITAGE BUILDINGS**

The Municipality shall use its best efforts to protect, restore and maintain heritage buildings and structures under its ownership to express its commitment to heritage preservation, to enhance the identity and character of the Municipality and to provide an example of the merits of quality restoration and maintenance.

### **2.11.12 ASSISTANCE**

The Municipality may assist owners of heritage properties through initiating or participating in heritage preservation programs and through initiatives of senior levels of government. Such initiatives may include tax relief and the preparation of preservation plans for designated properties.

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### 3 URBAN AREAS: GLENCOE

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#### 3.1 CHARACTER

Glencoe is by far the largest settlement area of Southwest Middlesex and the only settlement area that qualifies as an 'urban area' under the Official Plan of the County of Middlesex. Its population in ~~2006~~ 2021 was recorded at ~~2095~~ 2,158 persons, ~~down~~ up from its ~~2004~~ 2016 population of ~~2152~~ 2,126. Being the largest settlement area in Southwest Middlesex, Glencoe functions as its administrative, business, education, health and recreation centre. It offers a wide range of basic goods and services and has, for its size, a significant industrial base.

The settlement area may be best described as a small village with a traditional main street running through its centre in a northwest to southeast orientation. A major railway line passes through the centre of the Village. Residential development more or less surrounds the downtown core with single unit dwellings being the predominant



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housing type. Industry is limited to a few locations having historically established along the railway and, more recently, on the periphery of the Village on Appin Road at the east end of the Village and on Dundonald Road at the south end of the Village within the certified industrial site. Development is generally small in scale and growth has been limited.

It is connected to the Tri-County Water Management West Elgin Primary Water Supply System which derives its supply from Lake Erie at Eagle. ~~A major up-grading to the system is about to get underway and will include the construction of a new treatment plant with state of the art technology. The up-graded system will be readily capable of meeting the future water supply needs of the settlement area.~~ Sewage treatment is provided by means of a lagoon-type system situated south east of the settlement area boundary. ~~An engineering study in 2006 found that the system had limited reserve capacity and is significantly compromised by extraneous flows. Although the issue of extraneous flows and the removal of sludge are being addressed to maintain treatment capacity, the study recommended the Municipality immediately commence planning for the expansion of the system's treatment capacity.~~

Although not situated on Highway No. 401, Glencoe has proximate and good connections to it via County Road No. 76 for destinations west and via County Road No. 8 and County Road No. 9 for destinations east. Via Rail offers passenger service at Glencoe, which

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along with Chatham is the only scheduled service provided between London and Windsor.

Lands designated for future residential development virtually surround the existing built-up area. In terms of commercial development and redevelopment, a strong emphasis is placed on the strengthening of the downtown core. Opportunities exist for the conversion of residential uses to commercial uses abutting the core, particularly on Main Street south of the railway. Undeveloped lands are designated fronting on Appin Road and Dundonald Road at the periphery of the core on arterial roads where traffic volumes are greatest. For industrial purposes, undeveloped lands designated, zoned and serviced (or readily serviced) are available within the certified industrial lands located in the south end of the Village. ~~The Municipality has recently acquired lands for the purposes of attracting industry in the south end of the Village.~~ Infilling and redevelopment in existing residential areas is encouraged where compatible and sensitive to neighbouring development.

### **3.2 DESIGN POPULATION**

Future growth in Glencoe is largely predicated on its ability to attract residential and industrial development. Its attraction as a 'bedroom community' is limited by its distance to neighbouring employment centres (primarily Strathroy, St. Thomas and London) and the existence of closer, smaller centres which provide comparable amenities. ~~While Glencoe has a small labour force and is somewhat~~

~~distant from major highways, it has been able to attract two reasonably large auto parts plants.~~ Based on a population of ~~2095~~ 2,158 in ~~2006~~ 2021, its population constitutes ~~35.6~~ 36.6% of the population of Southwest Middlesex as-a-whole. Assuming it maintains its share of the population of the Municipality as-a-whole, its population by the end of the planning period would ~~be just over 2500~~ increase by approximately 150 people to 2,300. There is reason to believe its share would actually increase given its ability to offer fully serviced lands for development and the servicing restrictions in place in other settlement areas in Southwest Middlesex. The design population shall be reviewed every 5 years following the release of the census by Statistics Canada.

### **3.3 GOALS AND OBJECTIVES**

The following goals and objectives shall guide the planning, development, redevelopment and improvement of the Glencoe Urban Area:

- a) To accommodate the majority of population growth and development in the Municipality;
- b) To ensure development and redevelopment does not have a detrimental effect on the ability of the Municipality to provide the necessary infrastructure to accommodate it;
- c) To maintain a wide range of housing choices at all times in terms of dwelling types, tenure and affordability;



- d) To encourage the development, redevelopment and maintenance of a strong, viable and diverse downtown core with its own unique sense of identity and character;
- e) To recognize and support the role of peripheral areas in accommodating commercial development not suited to the downtown core;
- f) To encourage industrial development in areas well suited for such purposes and in a manner that does not detract from existing or planned residential and/or commercial areas;
- g) To support the development of brownfield sites and other underutilized sites;
- h) To make more efficient use of existing infrastructure;
- i) To ensure a higher utilization of urban land;
- j) To limit the need for urban expansion onto rural land;
- k) To maintain the essential qualities of privacy, quiet enjoyment, public health and safety, and land use compatibility in residential areas.

### **3.4 LAND USE**

#### **3.4.1 DOWNTOWN CORE**

The 'Downtown Core' in Glencoe is a relatively small area extending essentially along Main Street (County Road No. 80) from John Street

in the north to Deane Street in the south. The most concentrated area of the core is only a couple of blocks between Symes Street and the CN railway. Around the periphery of this area and extending south of the CN railway, development is less intensive and land use more mixed. ~~The boundary of the 'Downtown Core' is somewhat smaller than designated in the former Village of Glencoe Official Plan.~~ Despite its size, a number of opportunities exist for intensification and redevelopment.



##### **3.4.1.1 CHARACTER**

The 'Downtown Core' of the Glencoe Urban Area constitutes its most historic, diverse and intensive area of land use, buildings and structures. As such, it has a multi-purpose role and a distinct identity. Its centrality, diversity and, nature of uses and activities attracts persons from the entire community, the surrounding area and beyond. Like many traditional main streets of villages and hamlets throughout Ontario, the downtown core has suffered (although not as much as others) by changes in retailing and consumer preferences and demands. Attempts have and are continuing to be made to strengthen the core through attracting new uses and activities, beautification,

improved parking and heritage preservation. The restoration of the former Grand Trunk Railway Station and its conversion to public use has created a focal point, gathering place, and a model as to what is possible in terms of heritage preservation and re-use of abandoned or derelict space.

#### **3.4.1.2 PRIMARY USES**

To maintain and even enhance its multi-functional role and diversity, a wide range of uses is permitted in the 'Downtown Core' as designated on Schedule 'C'. Primary uses include those establishments essentially engaged in the buying and selling of goods and the offering of services e.g. retail stores, banks, restaurants, offices, service shops, business and professional offices, personal service establishments, accommodation and entertainment facilities. To maintain the pedestrian and commercial character of Main Street, ground floor space shall be restricted to retail and similar establishments open to the public. The actual uses permitted shall be set out in the Zoning By-law.

#### **3.4.1.3 SECONDARY USES**

In addition to the primary uses, other uses may be permitted in the "Downtown Core" including institutional and cultural uses, residential uses, parks & recreational uses and small scale industrial uses. Residential uses are encouraged in a variety of formats including mixed use developments, apartments over or to the rear of ground

floor commercial uses, multi-unit buildings, converted dwellings and non-residential buildings or space converted to residential use. The actual uses permitted shall be set out in the Zoning By-law. An amendment to the Zoning By-law may be required.

#### **3.4.1.4 FORM AND CHARACTER OF DEVELOPMENT**

Development and expansion shall be as compact as possible, particularly along Main Street and lying generally between Symes Street and the CN railway to maintain the distinct character of the downtown core. To strengthen the pedestrian-friendly character and the traditional character of this section of the 'Downtown Core', heritage preservation and adherence to urban design principles such as maintaining a continuous building presence and setback at the streetline and a minimum two storey height shall be encouraged. Outside this area, development shall be less compact but potentially more diverse. While the continued conversion or partial conversion of dwellings to commercial uses is expected to continue, a significant residential component is expected to remain and may, in fact, intensify. Commercial uses around the periphery of the most concentrated area of the core shall be restricted to ensure compatibility with adjacent residential uses both in terms of use and intensity of development.

#### 3.4.1.5 PUBLIC GATHERING PLACE



Efforts shall continue to be made to enhance and strengthen the 'Downtown Core' as a public gathering or meeting place to socialize, to engage in civic activities and special events, and to enjoy

arts, culture and heritage.

#### 3.4.1.6 PARKING

Both on-street and off-street parking shall be provided for the convenience of patrons and businesses. Off-street parking and entrances which interrupt the street line particularly along Main Street shall be discouraged.

#### 3.4.1.7 IMPROVEMENTS

To enhance the diversity and vitality of the 'Downtown Core' and strengthen its role as the centre and the defining character of Glencoe, on-going improvements to the economic, physical and social wellbeing of the core are considered warranted. The Urban Design Plan of 1997 shall be used as a guide to making improvements. Measures to be taken may include:

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- a) creating a compact, viable and distinct retail district;
- b) maintaining a strong, civic gathering place;
- c) protecting and restoring heritage buildings;
- d) creating and maintaining an attractive and continuous streetscape;
- e) conversion of derelict or underutilized floor space to viable uses;
- f) provision and maintenance of pedestrian amenities and conveniences;
- g) encouraging façade improvements;
- h) improving property maintenance;
- i) maintaining distinct boundaries or edges;
- j) provision of sufficient and convenient public parking;
- k) enhancing arts, cultural and visitor attractions;
- l) increasing housing opportunities.

#### 3.4.2 COMMERCIAL

In addition to lands designated as the 'Downtown Core', lands have been designated specifically for commercial purposes at the west, south and east end of the Glencoe Urban Area. ~~The areas at the west~~

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~~end and at the east end were not previously designated 'Commercial' but are considered well suited for these purposes.~~

#### **3.4.2.1 PRIMARY USES**

The primary purpose of areas designated 'Commercial' on Schedule 'C' outside the 'Downtown Core' shall be for commercial uses that cater virtually exclusively to patrons arriving by motor vehicle. Commercial uses shall generally take the form of single purpose establishments with generous on-site parking. Multi-unit establishments shall be discouraged. Automotive-related uses are considered appropriate as well as commercial uses offering drive-through or similar convenience-type service. Small scale retail uses which cater more to pedestrian traffic and multi-purpose shopping trips and which are readily accommodated in the 'Downtown Core' shall be discouraged. The actual uses permitted shall be set out in the Zoning By-law.

#### **3.4.2.2 FORM AND CHARACTER OF DEVELOPMENT**

Areas designated 'Commercial' lie on the periphery of the Glencoe Urban Area and, as a result, are usually the first impression visitors receive of the community. Development in these areas shall, therefore, be designed and maintained to a high standard and shall incorporate elements, wherever possible, to create a favourable impression of the Village. These elements shall be encouraged and implemented through the site plan approval process. In addition, the Municipality

may introduce urban design standards for improvements along these corridors to enhance their gateway function.

#### **3.4.2.3 CRITERIA FOR DEVELOPMENT**

New development and redevelopment in designated 'Commercial' areas shall be guided by the following considerations:

- a) functional site design;
- b) the appearance of the development from the street;
- c) controls on the number, size and character of signs;
- d) entrances designed to facilitate turning movements and to minimize interference with traffic flow;
- e) adequate off-street parking, truck loading areas and garbage storage areas;
- f) adequate buffering and other mitigating measures to ensure compatibility between the development or redevelopment and adjacent uses, particularly residential areas;
- g) connection to the municipal water supply and sanitary sewage systems;
- h) adequate grading and drainage including storm water management measures to accommodate increased runoff from parking areas, building rooftops and other hard-surface areas.

### 3.4.3 INDUSTRIAL

Lands designated 'Industrial' are situated at the periphery of the Glencoe Urban Area along the north side of Appin Road and along the east side of Dundonald Road within the certified industrial site. In addition, lands designated 'Industrial' may also be found along the CN railway east of the 'Downtown Core'. ~~Lands previously designated 'Industrial' along the CN railway west of the 'Downtown Core' and at the west end of the village have been re-designated for other purposes due to the abandonment of former industrial uses and the more appropriate use of these lands for other purposes. The Municipality has acquired and serviced lands for industrial purposes in the south end of Glencoe.~~

#### 3.4.3.1 PRIMARY USES

The primary purpose of lands designated 'Industrial' on Schedule 'C' shall be for the manufacturing, assembling, processing of goods or materials, repairing, recycling, warehousing and distribution of goods and other items, truck terminals and building/construction contractors. The actual uses permitted shall be set out in the Zoning By-law.

#### 3.4.3.2 SECONDARY USES

In addition to the primary uses, other uses may be permitted provided they would not undermine the viability of the area for industrial purposes or conflict with industrial uses. They include;

- a) uses which are not generally suited to designated 'Commercial' areas;
- b) uses which have characteristics or functional requirements similar to industrial uses or which are otherwise considered suited to, or compatible with, 'Industrial' areas;
- c) uses which serve the needs of industrial uses or those employed in the 'Industrial' area,
- d) uses accessory or incidental to industrial uses.

The actual uses permitted shall be set out in the Zoning By-law. An amendment to the Zoning By-law may be required.

#### 3.4.3.3 CRITERIA FOR DEVELOPMENT

New development and redevelopment in designated 'Industrial' areas shall be guided by the following criteria:

- a) functional site design;
- b) provision of adequate off-street parking, truck loading areas and garbage storage areas;
- c) provision of adequate buffering and other mitigating measures to ensure compatibility between the development or redevelopment and adjacent uses, particularly residential areas resulting from the emission of noise, odour, smoke or similar nuisances;

- d) provision of suitably located, designed, and constructed entrances which minimize any adverse traffic or safety issues;
- e) landscaping and tree planting to improve the appearance of the development from the street;
- f) connection to the municipal water supply and sanitary sewage systems;
- g) adequate grading and drainage measures including storm water management measures to accommodate increased runoff from parking areas, building rooftops and other hard-surfaced areas.

#### **3.4.3.4 GLENCOE INDUSTRIAL PARK SECONDARY PLAN**

Preparation of a secondary plan for undeveloped lands in the Glencoe Industrial Park in the south end of the urban area may be undertaken to ensure orderly and environmentally sound development and to determine servicing requirements, provisions for storm water management, development standards, lot layout and configurations, and road alignments and extensions.

#### **3.4.4 RESIDENTIAL**

Lands designated 'Residential' cover the majority of lands in the Glencoe Urban Area. ~~Additional lands not previously designated 'Residential' have been included on the basis they are more suitable for these purposes than under their previous designation. In one~~

~~instance, lands previously designated 'Residential' have been designated 'Industrial'. Sufficient lands exist to accommodate anticipated future residential development. Most of the additional lands designated 'Residential' have been for the purposes of rounding out the settlement area boundary.~~

#### **3.4.4.1 PRIMARY USES**

The primary purpose of lands designated 'Residential' on Schedule 'C' shall be for residential purposes including a broad range of housing types and densities from single unit dwellings to low-rise apartment buildings. A range of dwelling types and ownership is encouraged to meet the diverse needs and preferences of existing and future residents as well as providing for affordable housing. A number of zones and regulations for various housing types shall be established in the Zoning By-Law.

#### **3.4.4.2 SECONDARY USES**

In addition to the primary uses, other uses may be permitted in areas designated "Residential" provided they complement and are compatible with these areas, primarily serve residential needs and do not detract from their predominantly residential character. These uses include churches, schools, neighbourhood parks, nursing and rest homes, day care centres, ~~and~~ home occupations, ~~and Additional Residential Units in accordance with Section 2.5.11.~~ The actual uses

permitted shall be set out in the Zoning By-law. An amendment to the By-law may be required.

#### **3.4.4.3 LOW DENSITY DEVELOPMENT**

Low density development (e.g. single unit dwellings, two unit dwellings) shall continue to be the dominant form of residential development. Development proposals shall be encouraged which:

- a) provide a creative, yet functional lot layout;
- b) create a sense of character and identity;
- c) result in attractive and distinctive streetscapes;
- d) incorporate public amenities and safety measures;
- e) facilitate pedestrian movement;
- f) utilize traffic calming measures;
- g) preserve and enhance natural features;
- h) ensure appropriate and effective buffering from adjacent non-residential uses;
- i) minimize total road length and road surface within practical considerations for snowplowing, surface drainage and on-street parking;
- j) maximize energy saving criteria such as southern exposure for solar gain and landscaping and to minimize the adverse effects of winds.

#### **3.4.4.4 SMALL LOT DEVELOPMENT**

Proposals for development of single unit dwellings on small lots shall be permitted provided adequate spacing is maintained between neighbouring dwellings and neighbouring driveways, on-street parking and road maintenance is not unduly compromised, private garages and driveways do not dominate the lot and the streetscape, significant front yard green space is maintained. The minimum lot size and frontage for small lot development shall be prescribed in the Zoning By-law.

#### **3.4.4.5 MEDIUM DENSITY DEVELOPMENT**

Medium density development (e.g. townhouses, low-rise apartments,) shall be designed such that the height, density and arrangement of buildings and structures achieves an attractive and harmonious design and does not adversely impact neighbouring lower density residential development. Development proposals shall be considered based on the following criteria:

- a) adequate buffering and/or separation from low density residential development;
- b) proximity to areas designated 'Downtown Core' and/or 'Open Space';
- c) vehicular access to an arterial or collector road or from a local street designed to accommodate the traffic generated;

d) adequacy of municipal infrastructure (water supply, sanitary sewage, drainage, roads and sidewalks);

e) adequacy of parking and amenity space.

#### **3.4.4.6 LIFESTYLE COMMUNITIES**

Lifestyle communities traditionally referred to as mobile home parks and now more often referred to as adult communities, 'gated' communities or retirement communities shall be permitted in accordance with the following criteria:

- a) The 'community' shall have direct or nearby access to an arterial or collector road with individual dwelling units serviced internally by a system of private roads designed and constructed to the standards prescribed by the Municipality.
- b) The 'community' shall be serviced by the municipal water supply system and municipal sanitary sewage system.
- c) Utilities and services shall be provided to individual units in accordance with the standards prescribed by the Municipality or public authority having jurisdiction.
- d) Suitable buffering shall be provided to minimize any adverse impacts from adjacent or neighbouring uses.
- e) Creative site design in terms of treatment of entrances, the layout of building sites and circulation systems, parking,

recreational facilities and amenities, and landscaped open space shall be expected.

- f) Naming of streets and municipal addressing shall be to the satisfaction of the Municipality
- g) Review and approval of ownership/leasehold structure and responsibilities to ensure protection of the Municipality's interests.

#### **3.4.4.7 INTENSIFICATION**

Residential intensification shall be strongly encouraged to make more efficient use of underutilized lands and infrastructure. Intensification and redevelopment targets are established in Section 2.5 of this Plan. Proposals shall be evaluated and conditions imposed to ensure that any proposed development is in keeping with the established residential character and constitutes an sympathetic 'fit' in terms of such elements as dwelling types, density and lot fabric. Appropriate services and amenities shall be provided.

#### **3.4.4.8 DEVELOPMENT PROPOSALS**

Proposals for residential development other than infilling and minor extensions to existing development shall be submitted with the following information prior to their formal consideration by the Municipality:



- a) design population and conceptual layout including lot size and shape,
- b) housing form, mix and density,
- c) water supply requirements and connection to the municipal water supply system,
- d) availability and ability to connect to the sanitary sewage system,
- e) storm water management,
- f) parkland dedication or cash-in-lieu,
- g) retention/enhancement of natural features,
- h) buffering/screening provisions where required,
- i) impact on off-site municipal facilities and services;
- j) financial impact (benefits and costs) on the Municipality.

#### **3.4.4.9 CONVERSION OF EXISTING DWELLINGS**

The conversion of single unit dwellings into multiple unit residential dwellings shall be permitted provided the following criteria are satisfied. An amendment to the Zoning By-law may be required.

- a) minimum size of individual dwelling units in compliance with the Ontario Building Code;

- b) adequate provision of outdoor, landscaped open space and on-site parking;
- c) compatibility with neighbouring dwellings types and residential character;
- d) maintenance of the quality of the streetscape.

#### **3.4.4.10 HOME OCCUPATIONS**

Home occupations shall be permitted provided they remain clearly secondary to the residential use and provided they do not create a nuisance or potential nuisance or detract in any way from the character, peace and enjoyment of the residential area within which they are situated. The range or type of home occupations permitted and the standards applying to them shall be set out in the Zoning By-law.

#### **3.4.4.11 RESIDENTIAL SPECIAL POLICY AREA NO. 1**

Notwithstanding the policies of Section 3.4.4 to the contrary, lands known municipally as 278 Elizabeth Street and comprising Lots 40, 41 and 42, Registered Plan 314 as shown on Schedule 'C', may be used for an electrical contracting business and accessory uses as more specifically set out in the Zoning By-law, such to an amendment to the Zoning By-law and subject to site plan control.

At such time as an electrical contracting business ceases to operate, development of the lands for residential purposes may be permitted

subject to the relevant policies of this Plan without an amendment to the Plan being required. Under no circumstances will commercial use be permitted to expand into adjacent residential areas.

### **3.4.5 OPEN SPACE**

Lands designated 'Open Space' are limited. They include the Glencoe Fairgrounds and a neighbourhood park as well as lands likely to be developed for park purposes or unlikely to be suitable for development due to their location and adjacent railway operations.

#### **3.4.5.1 PRIMARY USES**

The primary purpose of lands designated 'Open Space' on Schedule 'C' shall be for large areas used and maintained primarily for outdoor recreation purposes, public parks, lands to be maintained in their natural state and other lands intended to be maintained free and clear of buildings and structures. Neighbourhood parks may be established in any land use designation. The actual uses permitted shall be set out in the Zoning By-law.

#### **3.4.5.2 PARKLAND DEDICATION**

The provisions of the Planning Act shall be used to acquire land dedications for park or other recreational purposes. In the case of residential lands, the dedication is limited to 5% of the lands being subdivided or developed whereas in the case of commercial and industrial development, the dedication is limited to 2%. In the case of

medium density residential development, the Municipality may require lands be dedicated for park or other recreational purposes at the rate of 1.0 hectare for every 300 dwelling units, or where cash-in-lieu is accepted, it shall be provided at a calculated rate of one hectare per 500 dwelling units.

#### **3.4.5.3 CASH-IN-LIEU**

Where adequate parkland is available, ~~or~~ where more suitable sites exist elsewhere, or where parkland proposed to be conveyed does not meet the criteria in Section 3.4.5.4, a cash payment in lieu of a dedication of land for park purposes may be accepted which shall be used to purchase land elsewhere for park purposes or for other public recreational purposes. The amount of the payment shall be determined in accordance with the provisions of the Planning Act. The value of the subject lands shall be determined by an appraisal authorized by the Municipality, in accordance with the provisions of the Planning Act. This Plan recognizes the conveyance of land as the preferred method of parkland dedication.

#### **3.4.5.4 ACQUISITION**

Lands for park purposes shall primarily be acquired through dedications as a condition of lands being subdivided or otherwise developed, or through purchase using monies received from cash-in-lieu of providing parkland in areas where parkland is not considered necessary or appropriate. Lands proposed to be dedicated to the

Municipality for park purposes shall be evaluated on the basis of the following criteria:

- a) proximity and access to existing recreation facilities and parks;
- b) proximity and access to users;
- c) the size, shape, topography and drainage of the parkland parcel. The development of parkland parcels that are smaller than 0.5 hectares in size shall be discouraged, unless it is necessary to reconcile gap areas;
- d) suitability of supporting a variety of active and passive recreation uses. The acceptance of woodlots and environmentally sensitive as parkland dedication should be discouraged, although the Municipality may assume these lands (over and above the required amount) for the purposes of protecting natural areas for passive recreation and educational uses;
- e) adequate street frontage
- f) potential development and maintenance costs;
- g) potential for expansion.

#### **3.4.5.5 PRIVATELY-OWNED LANDS**

Where lands designated 'Open Space' are in private ownership, such designation does not imply that these lands are free and open to the

general public or that these lands will be acquired or assumed by the Municipality or any other public authority.

#### **3.4.6 INSTITUTIONAL USES**

##### **3.4.6.1 USES**

Institutional uses shall include public and quasi-public uses such as churches, schools (including private schools and special training schools), libraries, nursing or rest homes, funeral homes, community centres and indoor recreation facilities, quarters of community organizations and community clubs, and government buildings and offices. A residential unit may be included within a proposed institutional use if such a unit is necessary to the operation and/or maintenance of the proposed use. The actual uses permitted shall be set out in the Zoning By-law.

##### **3.4.6.2 AREAS PERMITTED**

In view of their nature, institutional uses shall be permitted in all areas designated on Schedule 'C'. New institutional uses shall be permitted upon due consideration of:

- a) compatibility with neighbouring uses. Buffering and landscaping shall be required between the proposed use and neighbouring uses where conflicts or negative impacts could result;

- b) existence of natural heritage features and potential negative impacts thereon;
- c) avoidance of hazardous lands and other development sensitivity areas;
- d) availability and adequacy of municipal services;
- e) adequate parcel size and dimensions;
- f) adequate access and off-street parking;
- g) storm water management.

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## 4 COMMUNITY AREAS: WARDSVILLE

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### 4.1 CHARACTER

The only settlement area in Southwest Middlesex that potentially qualifies as a 'Community Area' under the County of Middlesex Official Plan is the Village of Wardsville. In ~~2006~~ 2021, its population was recorded at ~~374~~ 420 (Statistics Canada), an ~~decline~~ increase of its ~~2001~~ 2016 recorded population of ~~417~~ 382. While Wardsville currently serves a community function, like many small villages and hamlets removed from large population and employment centres in southwestern Ontario, it has witnessed a decline in terms of the goods and services it once offered. It nevertheless has the potential to accommodate future population growth.

The Village has developed historically in a linear fashion along Longwoods Road being County Road No. 2 (formerly Highway No. 2). Hagerty Road, County Road No. 1, provides a direct link to Newbury to the northwest and Highway No. 401 to the southwest. Paint Creek meanders through the Village before



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outletting into the Thames River which forms the Village's southern boundary. The watercourses and undulating relief provide an attractive setting for the Village.

The Village's historic core lies along Longwoods Road in the centre of the Village. A few remnant heritage buildings remain as reminders of a once more cohesive building fabric. While a number of opportunities exist in the core for redevelopment, infilling and conversion of residential uses to commercial uses, demand continues to be limited.

While primarily a residential community, Wardsville has a significant institutional role being the site of a Babcock Community Care Centre (a nursing home) and the Quad County School for the physically and mentally challenged. Immediately across the Thames River in the neighbouring Municipality of West Elgin lies a rest home, Beattie Haven. The picturesque setting and quiet atmosphere of the Village and nearby health care (i.e. Four Counties Health Services) and recreation facilities (e.g. Wardsville Golf Course) provide an opportunity to attract a retirement population. Wardsville is serviced by municipal sanitary sewage system and a municipal water supply system.

~~The recent installation of a municipal water supply system provides a secure and safe source of water and improved fire protection throughout the Village. A municipal sanitary sewage system became operational in 2001. With these significant improvements in basic infrastructure and the elimination of related public health issues, the~~

**WARDSVILLE 4-15**

Village will be capable of accommodating new development and, in the process, improve its sustainability.

#### **4.2 DESIGN POPULATION**

Historically, the population of Wardsville has been stable or in a state of decline. Its highest ever recorded population was 540 in 1881. The population of Wardsville has increased from 382 in 2016 to 420 in 2021. Current population projections anticipate moderate to high growth in housing to the end of the planning horizon in 2046. In the absence of a proactive and effective strategy to induce persons to move to Wardsville and the provision of housing sought by senior citizens, Wardsville may well continue to stagnate and possibly decline further. In fact, the 2006 population of Wardsville recorded by Statistics Canada showed a further decline to 374 persons. Assuming a modest annual growth rate (0.5%) and based on a 2001 population of 374 persons, the population of Wardsville may be in the order of 500 persons by 2026, being the end of the planning period. Based on the current projections for the Municipality and assuming that Wardsville maintains a similar proportion of the population, it is projected that the population of Wardsville would increase to approximately 450 people by 2046. This target population shall be reviewed every 5 years following the release of the census by Statistics Canada.

#### **4.3 GOALS AND OBJECTIVES**

The following goals and objectives shall guide the planning, development, redevelopment and improvement of the Wardsville Community Area:

- a) To attract a retirement population;
- b) To develop and maintain a strong viable commercial core as the primary centre of the Village with its own sense of identity and character;
- c) To increase residential development without compromising the ability of the Municipality to provide appropriate services and facilities to accommodate such development;
- d) To increase the range of local services and facilities and, in particular, those for a retirement population;
- e) To develop a continuous system of passive open space accessible to the public along Paint Creek and the Thames River;
- f) To support the development of brownfield sites and other underutilized sites to make more efficient use of existing infrastructure, to ensure a higher utilization of urban land to limit the need for urban expansion onto rural land;
- g) To maintain the traditional and desirable qualities of privacy, quiet enjoyment and land use compatibility.

## **4.4 LAND USE**

### **4.4.1 RESIDENTIAL**

Areas designated "Residential" are intended primarily for continued and future residential purposes include existing residential development as well as lands to accommodate new residential development. ~~All lands previously designated 'Residential' in the former Village of Wardsville Official Plan are included as well as lands previously designated 'Agricultural' in Lot 15, Range I North and Range I South. Additional lands formerly in the Township of Mosa in Lot 14, Range I North, the site of a proposed residential condominium development associated with the Wardsville Golf Course, and a portion of Lot 14, Range I South for the purposes of 'squaring of' the boundary of the settlement area are also included in the "Residential" designation.~~

#### **4.4.1.1 PRIMARY USES**

Within areas designated 'Residential' on Schedule 'D', the primary use of land shall be for single unit detached dwellings. Other dwelling types shall also be permitted including additional residential units, converted dwellings and buildings, townhouses and small scale apartment buildings. A range of dwelling types and ownership is encouraged to meet the diverse needs and preferences of existing and future residents as well as providing for affordable housing. The actual uses permitted shall be set out in the Zoning By-law.

#### **4.4.1.2 SECONDARY USES**

In addition to the primary uses, other uses may be permitted in areas designated "Residential" provided they complement and are compatible with these areas and do not detract from the established residential character of these areas. These uses include ~~churches~~ places of worship, schools, neighbourhood parks, nursing and rest homes, day care centres, ~~and~~ home occupations, ~~and~~ Additional Residential Units in accordance with Section 2.5.11. The actual uses permitted shall be set out in the Zoning By-law. An amendment to the By-law may be required.

#### **4.4.1.3 SCALE, DENSITY AND FORM**

The scale, density and form of new residential development shall complement and re-enforce the existing, low-profile village character of the Wardsville Community Area.

#### **4.4.1.4 INTENSIFICATION**

Residential intensification and redevelopment shall be strongly encouraged to make more efficient use of underutilized lands, buildings and infrastructure. Intensification and redevelopment targets are established in Section 2.5 of this Plan. Proposals shall be evaluated and conditions imposed as necessary to ensure that any proposed development complements the existing residential character, constitutes an appropriate 'fit' in terms of such elements as dwelling

types, density, building design and layout. Appropriate services and amenities shall be capable of being provided.

#### **4.4.1.5 LIFESTYLE COMMUNITIES**

Lifestyle communities traditionally referred to as mobile home parks and now more often referred to as adult communities, 'gated' communities or retirement communities shall be permitted in accordance with the following criteria:

- a) The 'community' shall have direct or nearby access to an arterial or collector road with individual dwelling units serviced internally by a system of private roads designed and constructed to the standards prescribed by the Municipality.
- b) The 'community' shall be serviced by the municipal water supply system and municipal sanitary sewage system.
- c) Utilities and services shall be provided to individual units in accordance with the standards prescribed by the Municipality or public authority having jurisdiction.
- d) Suitable buffering shall be provided to minimize any adverse impacts from adjacent or neighbouring uses.
- e) Creative site design in terms of treatment of entrances, the layout of building sites and circulation systems, parking, recreational facilities and amenities, and landscaped open space shall be expected.

- f) Naming of streets and municipal addressing shall be to the satisfaction of the Municipality.
- g) Review and approval of ownership/leasehold structure and responsibilities to ensure protection of the Municipality's interests.

#### **4.4.1.6 DEVELOPMENT PROPOSALS**

Proposals for residential development other than infilling and minor extensions to existing development shall be submitted with the following information prior to their formal consideration by the Municipality:

- a) design population and conceptual layout including lot size and shape,
- b) housing form, mix and density,
- c) water supply requirements and connection to the municipal water supply system,
- d) availability and ability to connect to the sanitary sewage system,
- e) storm water management,
- f) parkland dedication or cash-in-lieu,
- g) retention/enhancement of natural features,
- h) buffering/screening provisions where required,



- i) impact on off-site municipal facilities and services;
- j) financial impact (benefits and costs) on the Municipality.

#### **4.4.1.7 HOME OCCUPATIONS**

Home occupations shall be permitted provided they remain clearly secondary to the main residential use and provided they do not create a nuisance or potential nuisance or detract in any way from the character, peace and enjoyment of the residential area within which they are situated. The range or type of home occupations permitted and the standards applying to them shall be set out in the Zoning By-law.

#### **4.4.2 COMMERCIAL**

Areas designated for continued and future commercial activities stretch along Longwoods Road from Paint Creek to the former boundary of the Village. The area includes the historic commercial core, which has been fractured by demolitions and loss by fire. On either side of the historic core, commercial development is less intensive and interspersed by non-commercial uses. Adequate lands exist within this area to accommodate anticipated commercial development.

#### **4.4.2.1 PRIMARY USES**

On lands designated 'Commercial' on Schedule 'D', a full range of commercial uses shall be permitted including general merchandise, specialty merchandise, food, auto-related uses, offices and service uses. Institutional uses, accessory residential uses integrated with commercial uses and other non-commercial uses considered compatible with commercial development may also be permitted. The actual uses permitted shall be set out in the Zoning By-law.

#### **4.4.2.2 COMMERCIAL CORE**

New commercial development shall be encouraged, wherever feasible and appropriate, to locate in the established commercial core where opportunities exist for infilling, redevelopment and conversion to other uses. Residential uses shall also be permitted within existing commercial buildings to make use of persistent or underutilized floor space suitable for residential purposes. Increasing the compactness of the core and the preservation of heritage buildings shall also be encouraged to enhance its identity and the convenience of pedestrians. Enhancement of the core by improvements to its visual character and the provision of amenities are desirable and may be undertaken by the Municipality contingent upon support from property owners and business establishments and financial resources being available.

#### **4.4.2.3 CRITERIA FOR DEVELOPMENT**

New development and redevelopment in designated 'Commercial' areas shall be guided by the following considerations:

- a) functional site design;
- b) appearance of the development from the street;
- c) the number, size and character of signs;
- d) entrances designed to facilitate turning movements and to minimize interference with traffic flow;
- e) adequate off-street parking and garbage storage areas;
- f) adequate buffering measures to ensure compatibility between the development or redevelopment and adjacent uses, particularly residential areas;
- g) connection to the municipal water supply and sanitary sewage systems;
- h) storm water management measures, where feasible, to accommodate increased runoff from parking areas, building rooftops and other hard-surface areas.

#### **4.4.3 OPEN SPACE**

Lands designated 'Open Space' are associated with Paint Creek which meanders through the centre of Wardsville and lands along the Thames River which contribute to the natural character of the village.

These lands are not entirely suitable for development due to potentially hazardous conditions as a result of erosion or flooding. Also designated 'Open Space' are lands comprising the Wardsville Golf Club.

#### **4.4.3.1 PRIMARY USES**

The primary purpose of lands designated 'Open Space' on Schedule 'D' shall be for lands to be maintained in their natural state, areas used and maintained primarily for outdoor recreation purposes, public parks and other lands intended to be essentially free and clear of buildings and structures due to their susceptibility to flooding, erosion or other physical hazards. Small scale neighbourhood parks and parkettes may be established in any land use designation. The actual uses permitted shall be set out in the Zoning By-law.

#### **4.4.3.2 NATURAL HERITAGE FEATURES**

Where development is being proposed within or adjacent to natural heritage features, the policies of this Plan governing such features shall be complied with.

#### **4.4.3.3 PARKLAND DEDICATION**

The provisions of the Planning Act shall be used to acquire land dedications for park or other recreational purposes. In the case of residential lands, the dedication is limited to 5% of the lands being subdivided or developed whereas in the case of commercial and

industrial development, the dedication is limited to 2%. In the case of medium density residential development, the Municipality may require lands be dedicated for park or other recreational purposes at the rate of 1.0 hectare for every 300 dwelling units, or where cash-in-lieu of parkland is accepted, it shall be provided at a calculated rate of one hectare per 500 dwelling units.

#### **4.4.3.4 CASH-IN-LIEU**

Where adequate parkland is available, ~~or~~ where more suitable sites exist elsewhere, or where parkland proposed to be conveyed does not meet the criteria in Section 4.4.3.5., a cash payment in lieu of a dedication of land for park purposes may be accepted which shall be used to purchase land elsewhere for park purposes or for other public recreational purposes. The amount of the payment shall be determined in accordance with the provisions of the Planning Act. The value of the subject lands shall be determined by an appraisal authorized by the Municipality, in accordance with the provisions of the Planning Act. This Plan recognizes the conveyance of land as the preferred method of parkland dedication.

#### **4.4.3.5 ACQUISITION**

Lands for park purposes shall primarily be acquired through dedications as a condition of lands being subdivided or otherwise developed, or through purchase using monies received from cash-in-lieu of providing parkland in areas where parkland is not considered

necessary or appropriate. Lands proposed to be dedicated to the Municipality for park purposes shall be evaluated on the basis of the following criteria:

- a) proximity and access to existing recreation facilities and parks;
- b) proximity and access to users;
- c) the size, shape, topography and drainage of the parkland parcel. The development of parkland parcels that are smaller than 0.5 hectares in size shall be discouraged, unless it is necessary to reconcile gap areas.
- d) suitability of supporting a variety of active and passive recreation uses. The acceptance of woodlots and environmentally sensitive as parkland dedication should be discouraged, although the Municipality may assume these lands (over and above the required amount) for the purposes of protecting natural areas for passive recreation and educational uses.
- e) adequate street frontage
- f) potential development and maintenance costs;
- g) potential for expansion.

#### **4.4.3.6 PRIVATELY-OWNED LANDS**

Where lands designated 'Open Space' are in private ownership, such designation does not imply that these lands are free and open to the

general public or that these lands will be acquired or assumed by the Municipality or any other public authority.

**4.4.4 INSTITUTIONAL USES**

**4.4.4.1 USES**

Institutional uses shall include public and quasi-public uses such as ~~churches~~ places of worship, schools (including private schools and special training schools), libraries, nursing or rest homes, funeral homes, community centres and indoor recreation facilities and the quarters of community organizations and community clubs. A residential unit may be included within a proposed institutional use if such a unit is necessary to the operation and/or maintenance of the proposed use. The actual uses permitted shall be set out in the Zoning By-law.

**4.4.4.2 AREAS PERMITTED**

In view of their nature, institutional uses shall be permitted in all areas designated on Schedule 'D'. New institutional uses shall be permitted upon due consideration of:

- a) compatibility with neighbouring uses. Buffering and landscaping shall be required between the proposed use and neighbouring uses where conflicts or negative impacts could result;
- b) existence of natural heritage features and potential negative impacts thereon;

- c) avoidance of hazardous lands and other development sensitivity areas;
- d) availability and adequacy of municipal services;
- e) adequate parcel size and dimensions;
- f) adequate access and off-street parking;
- g) storm water management.

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## 5 RURAL AREA

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### 5.1 CHARACTER

The rural area of the Municipality of Southwest Middlesex is generally flat to gently undulating and has been extensively cleared for agricultural purposes, although significant natural heritage features remain, particularly in the former Township of Mosa. Woodlands comprise an estimated 15% of the land base, the highest in the County and well above the County average. The greatest relief in topography is found in the northernmost end of the Municipality (the Peak of Mosa) and along its southerly boundary formed by the meandering Thames River.



The Caradoc Sand Plain and the Ekfrid Clay Plain comprise the two dominant soil regions of the Municipality. The Caradoc Sand Plain represents the larger of the two, and features well drained, sandy soils while the Ekfrid Clay Plain features hardier, less well drained clay soils. Soils in both instances exhibit a high capability for agriculture.

Urbanization of the rural area is not prevalent with the result that the character of the rural area has been maintained, conflicts with agriculture minimized and the demand for higher levels of service curbed.

### 5.2 DESIGN POPULATION

The current population of the rural area of the Municipality is estimated to be in the order of ~~3,600~~ 3,215 persons. It is anticipated that the rural area may continue to witness a decline in population resulting from a continuing decline in household size and the replacement of the 'farm family' by larger operations. Controlled, rural residential development should serve to offset this decline. Scattered residential development and other non-agricultural intrusions in the rural area shall be discouraged to limit the potential for conflicts with agriculture and to maintain the predominant and pre-eminent use of the rural area for agricultural purposes.

### 5.3 GOALS AND OBJECTIVES

The following goals and objectives shall guide the use of land and maintain the character of the rural area:

- a) To preserve and protect prime agricultural land;
- b) To maintain agriculture as the predominant use of land in the rural area;

- c) To enable those engaged in agriculture the freedom and flexibility to operate their farms effectively and efficiently without undue interference from the intrusion of non-agricultural conflicting uses;
- d) To ensure intensive livestock operations are properly managed to minimize the potential for adverse environment impacts;
- e) To recognize the legitimate requirements and needs of certain non-farm related uses to establish in the rural area;
- f) To discourage the further scattering of rural residential development throughout the rural area.

## 5.4 LAND USE

### 5.4.1 AGRICULTURAL

The 'Agricultural' land use designation encompasses the largest portion of the land base of the Municipality of Southwest Middlesex. It constitutes a prime agricultural area within the meaning of the Provincial Policy Statement reflecting the existence of high capability soils for agriculture and the large portion of the Municipality's land area classified as improved land. Soils vary considerably from sandy soils in the north to heavy clays in the south. An extensive drainage network comprising natural tributaries and municipal drains has been developed. Livestock farming (primarily poultry, beef cattle and hogs) and cash crops (primarily corn and soya beans) are the predominant farming types. Sandy soils at one time were used extensively for the growing of tobacco.

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The policies of the 'Agricultural' designation which follow are intended to ensure the continuation of farming as the predominant use of the rural area of Southwest Middlesex -- free in its ability to function and expand in accordance with sound technological, conservation and environmental practices and without the constraints imposed by potentially conflicting land uses. The nature of farming requires that large contiguous areas of productive land be reserved for farming purposes and activities, which are either supportive of, or complementary to, farming. The intrusion of incompatible or conflicting land uses, singularly or cumulatively, are potentially detrimental to farming and shall be discouraged. While land uses in addition to farming are permitted under certain and limited circumstances, they will be strictly controlled in terms of their type, scale and location so as not to conflict with farming or result in the loss of prime agricultural land.

#### 5.4.1.1 PRIMARY USES

Within areas designated 'Agricultural' on Schedule 'E', the primary use of land shall be for the cultivation of land, the raising of livestock and the growing of trees. A full range of agricultural activity shall be permitted including cash crops, livestock, market gardening, tobacco farming, specialty crops, aquaculture, horticulture and forestry, and buildings and structures associated therewith. Where the size and nature of the farm operation requires additional farm employment, temporary or permanent accommodation for farm labour may be

**RURAL AREA 5-2**

provided in accordance with section 2.5.9 or 5.4.1.11. The actual uses permitted shall be set out in the Zoning By-law.

#### **5.4.1.2 SECONDARY USES**

In addition to the primary uses, lands designated 'Agricultural' may be used for other purposes provided that such other uses primarily serve or are otherwise directly related to, or complement, agricultural activity. Uses which would not be detrimental, offensive or conflict with agricultural activities and which are necessarily located in the rural area due to their nature or their potential to create conflicts if located within settlement areas may also be permitted. Secondary uses may include agriculturally-related commercial and industrial uses, dog kennels, wildlife preserves, passive outdoor recreation uses, exploration and extraction of petroleum, commercial wind generation systems, farm occupations, and home occupations, on-farm diversified uses, and Additional Residential Units in accordance with Section 2.5.11. The actual uses permitted shall be set out in the Zoning By-law. An amendment to the By-law may be required.

#### **5.4.1.3 PRESERVATION OF PRIME AGRICULTURAL LAND**

Within areas designated 'Agricultural', prime agricultural land shall be protected for farming. Prime agricultural lands shall include specialty crop lands and lands falling within the top three soil capability rankings of the Canada Land Inventory of Soil Capability for Agriculture.

#### **5.4.1.4 RIGHT-TO-FARM**

The Municipality shall uphold the principle of normal farm practice when addressing complaints with respect to noise, odours and dust and similar nuisances brought against farmers in the Municipality and may be represented in support of any farmer acting in accordance with normal farm practices at any proceeding called to resolve such complaints under the Farming and Food Production Protection Act.

#### **5.4.1.5 LIVESTOCK BUILDINGS AND MANURE STORAGE FACILITIES**

New and enlarged livestock buildings and manure storage facilities shall only be permitted in accordance with the Nutrient Management Act and its accompanying regulations. Compliance with the Minimum Distance Separation (MDS II), as set out in The Minimum Distance Separation (MDS) Document, Formula and Guidelines for Livestock Facilities and Anaerobic Digester Odour Setbacks – Publication 853 as amended or revised from time to time, shall be required unless a minor variance is otherwise granted. Depending on the capacity of the new or enlarged livestock building or manure storage facility, preparation of a nutrient management plan may be required. Nutrient management plans are required for existing livestock operations and manure storage facilities in accordance with the requirements of the Nutrient Management Act

#### 5.4.1.6 MINIMUM DISTANCE SEPARATION

- a) The Municipality may exempt building permit applications for dwellings on lots that existed prior to March 1, 2017, provided the Municipality adopts provisions in their comprehensive zoning by-law which clearly state the details for such exemptions. The Zoning By-law provisions may include, but are not limited to, those which only require an MDS I setback for building permit applications:
- i) on existing lots that are in a particular land use zone or designation;
  - ii) on existing lots that are above or below a certain size threshold;
  - iii) on existing lots which are vacant (e.g., no existing dwellings or other buildings);
  - iv) on existing lots, but where the MDS I setback cannot be met, then through a planning application, allow a dwelling provided that it be located as far as possible from the existing livestock facility from which the setback cannot be met;
  - v) on lots which exist prior to a specific date (e.g., March 1, 2017 or the date of adoption of comprehensive zoning by-law); or

vi) for certain types of buildings (e.g., dwellings).

- b) A cemetery shall only be recognized as a Type A land use when there is no place of worship located on the same lot as the cemetery or where the cemetery is closed, as per the Minimum Distance Separation Guidelines, as amended from time to time. Cemeteries that meet these criteria located in the Municipality of Southwest Middlesex include:
- i) Big Bend Cemetery – 2269 Longwood Drive
  - ii) Carswell Cemetery - Buttonwood Road (Con. 10, Gore Lot 6, Lot 7)
  - iii) Cashmere Cemetery - 695 Longwoods Road
  - iv) Gardiner Cemetery - 450 Longwoods Road
  - v) Lotan Cemetery - 5472 Century Drive
  - vi) McConnell Cemetery - CPR Drive - in field (Con. 4, Lot 12)
  - vii) McKellar Cemetery - 5612 Riverside Drive
  - viii) O'Malley & Archer Cemeteries - Hagerty Road back of farmed field (R1N, Lot 17)
  - ix) St. Andrew Cemetery - 112 Main Street (behind house)



x) Walker Cemetery - Concession Drive (across from Glencoe District High School)

xi) Wardsville (Kennedy Street) Cemetery - Kennedy Street (R1S, Lot 16)

xii) Willey Cemetery – 5267 Gentleman Drive

#### **5.4.1.7 BIOSOLIDS AND STORAGE**

Stewardship by landowners is encouraged to support the wise management of agricultural and water resources and contribute to the protection, restoration and management of natural areas and the health and integrity of the environment. The safe and effective management of land-applied materials containing nutrients supports agriculture and safeguards the environment and protects surface and ground water sources.

Land application of manure, biosolids and septage is regulated by the Province in accordance with the Nutrient Management Act, the Clean Water Act, the Source Water Protection Act, and the Environmental Protection Act. Land application of manure, biosolids and septage shall follow the requirements of the above noted legislation, and the regulations made under those Acts.

The storage of biosolids, similar to traditional fertilizer, shall be stored in a manner that ensures the protection of surrounding properties, watercourses and the environment while mitigating conflicts with

adjacent land uses. The processing and/or storage of predominantly non-agricultural source materials such as biosolids for the purpose of distribution are considered industrial uses and therefore subject to site plan control to mitigate land use conflicts and address matters such as stormwater management, setbacks, screening, buffering, etc.

#### **5.4.1.8 DIVISION OF FARM PARCELS**

The splitting of prime agricultural land into smaller parcels shall generally be discouraged. Where the splitting of prime agricultural land is proposed, the proponent shall demonstrate that the resulting smaller parcels will have no detrimental impact on agricultural productivity, operating efficiency and future farming options. In considering such applications, regard shall also be had to:

- a) the need to discourage the unwarranted fragmentation of farmland;
- b) the agricultural capability of the land;
- c) the type of agricultural activity engaged in and proposed to be engaged in;
- d) ~~whether both parcels are sufficiently large to constitute viable production units and to meet changing market conditions;~~
- e) whether both parcels are suitable for the type of agriculture common in the area and the size of both parcels is appropriate to the type of agriculture proposed;

- f) the viability of cultivating smaller parcels with current farm machinery and equipment;
- g) the need to discourage the creation of new parcels primarily for residential purposes
- h) the minimum farm parcel size as established in the Zoning By-law.
- i) the policies of the County of Middlesex Official Plan which discourages the creation of agricultural parcels less than 40 hectares.

The creation of residential lots on lands designated 'Agricultural' shall not be permitted with the exception of residential lots for the purposes of the disposal of a surplus farm dwelling in accordance with Section 5.4.1.7.

Lot adjustments for legal or technical reasons, including easements, corrections of deeds, quit claims, and minor boundary adjustments which do not result in the creation of a new lot or have any adverse impacts to agriculture, shall be permitted in accordance with Section 8.2.4.3."



#### **5.4.1.9 DISPOSAL OF SURPLUS FARM DWELLINGS**

Dwellings considered surplus to the needs of a farm as a result of farm consolidation, being the acquisition of additional farm parcels not necessarily contiguous to the home farm or base of operations, may be severed from the balance of the farm provided that the dwelling was constructed prior to 1999 has been in existence for a minimum of 10 years and is considered to be habitable. The following criteria shall be satisfied:

- a) new dwellings: The remaining farmland shall be zoned in a manner which prohibits the erection of any new dwelling in the future.
- b) farm buildings: Farm buildings deemed to be surplus to the needs of the farm or incompatible with the proposed surplus farm dwelling if retained with the farm, may be required to be demolished or removed as a condition of consent. Proximity to the surplus dwelling and proposed lot lines, compliance with the Minimum Distance Separation (MDS) Formulae and the heritage quality, structural condition and proposed use of the farm building shall be governing factors to whether demolition or removal will be required. Where such buildings are structurally sound, have potential for alternative and compatible uses and/or more likely to be maintained, they may be severed along with the surplus dwelling, subject to

a change in use permit under the Ontario Building Code. A re-zoning may be required and site plan control may apply.

- c) agricultural land: The loss of productive agricultural land shall be minimized by keeping the size of the lot being created to dispose the surplus farm dwelling or buildings to the minimum size required to accommodate the use and appropriate on-site water supply and sanitary waste disposal systems. In evaluating lot size as it relates to the residential use of the new lot, the location of the dwelling, accessory buildings, driveway access, landscaped open space and natural features will be considered. ~~as small as possible taking into account the location of the dwelling, accessory buildings, driveway, natural features and on-site water supply and sanitary waste disposal systems.~~
- d) water supply: An adequate and potable water supply shall be available to the surplus dwelling. The availability of an adequate and secure water supply shall be demonstrated to the satisfaction of the Municipality.
- e) sanitary waste disposal: The existing sanitary waste disposal system serving the dwelling shall be up-graded to current standards, if necessary, and wholly contained within the required setbacks of the proposed lot to the satisfaction of the Municipality.

- f) vehicular access: Vehicular access shall be available or made available from a road of reasonable construction and maintenance to the satisfaction of the County or the Municipality, as the case may be. Existing, substandard entrances may be required to be up-graded to current standards. Access shall not be permitted or retained where safety hazards could result due to poor sight lines; proximity to a traffic intersection or railway crossing; or due to the traffic flow characteristics of road. Where the proposed lot has or would require access to a County Road, compliance with the policies and requirements of the County of Middlesex shall be required.
- g) proximity to neighbouring livestock operations: Creation of the proposed lot shall not be permitted where it would have a detrimental impact on the operation, expansion or flexibility of any nearby livestock operation. Compliance with the Minimum Distance Separation Formula (MDS I) shall not be required. An environmental warning clause may be required on title alerting potential and future purchasers of the dwelling that they may be affected by odours from neighbouring livestock operations.
- h) lot frontage, depth and size: The frontage, depth and size of the proposed lot shall be suitable for the purpose intended and shall comply with the requirements of the

Zoning By-law. An amendment to the By-law shall be required.

#### 5.4.1.10 MUNICIPAL DRAINS AND SEVERANCES

Where lands that lie within the watershed of a municipal drain are being severed into smaller parcels, the applicant may be required, as a condition of a consent being granted, to assume all engineering and administrative costs associated with the preparation of a revised assessment schedule for the subject drain in accordance with the provisions of the Drainage Act.

#### 5.4.1.11 SECONDARY FARM OCCUPATIONS ON-FARM DIVERSIFIED USES

~~Secondary Farm Occupations conducted within a building other than a dwelling may be permitted on a farm provided they remain clearly secondary to the agricultural use being engaged in on the farm; provided they are agriculturally related or do not adversely affect neighbouring agricultural operations or the rural character; provided they are operated only by those residing on the property on which the secondary farm occupation is located, including not more than three non-family members; and provided the building is located in close proximity to existing buildings on the farm. Water supply and sanitary sewage services shall be appropriate to the activity being engaged in. Standards applying to secondary farm occupations shall be prescribed in the Zoning By-law. Outside storage associated with a secondary~~

~~farm occupation shall be limited in scale and be screened from view from surrounding roads. The Municipality acknowledges the importance to the agricultural community of enabling farm operators to diversify while at the same time supplement income from the farm operation. A variety of uses may qualify as on-farm diversified uses provided such uses are related to agriculture, supportive of agriculture or are able to co-exist with agriculture without conflict. An amendment to the Official Plan shall not be required to establish such uses and the following general criteria shall apply:~~

- ~~a) it shall be demonstrated that such uses cannot be located within a settlement area;~~
- ~~b) such uses shall be located on a farm property which is actively used for agricultural purposes;~~
- ~~c) such uses shall be clearly secondary to the principal agricultural use of the lands;~~
- ~~d) such uses shall be limited in size and lot coverage as more specifically defined and regulated in the Zoning By-law;~~
- ~~e) such uses shall be compatible with, and shall not hinder, neighbouring agricultural operations or conflict with adjacent sensitive uses;~~
- ~~f) such uses will be adequately serviced;~~

g) where such uses would be characterized by a higher density of human occupancy, such as accommodation uses, agri-tourism, and retail operations, they may be required to comply with Minimum Distance Separation Formulae;

h) Such uses will be subject to site plan control.

Proposals to establish on-farm diversified uses will be evaluated in accordance with the Guidelines on Permitted Uses in Ontario's Prime Agricultural Areas (Publication 851) authored by the Ministry of Agriculture, Food and Rural Affairs.

#### **5.4.1.12 SECOND DWELLINGS AND SEASONAL LIVING QUARTERS ON FARMS ACCOMMODATIONS FOR FARM LABOUR**

The Seasonal living quarters for migrant farm workers and other farm help to meet the needs of agriculture or agriculturally-related industries may be permitted for a temporary period of time, in accordance with Section 2.5.9 of the Official Plan and Zoning By-law, or on a permanent basis subject to the following criteria:

a) It can be demonstrated that the size and nature of the farm operation requires an additional dwelling unit to house farm labour needed for the day-to-day operation of the farm on a full-time year-round basis, or full-time seasonal basis over an extended growing season, and

such labour needs to be located on the same property as the farm operation;

b) shall be located in close proximity to the existing dwelling to minimize the impact on agricultural land, surrounding agricultural uses, and to co-locate services, where possible;

c) Shall be permitted where there is adequate water and sewage capacity on the lot to service the dwelling unit. Shall have adequate access;

d) Shall comply with the provisions of the Zoning By-law;

e) Shall not be permitted to be located within natural heritage system, floodplain areas, or hazardous lands;

f) Shall comply with the Minimum Distance Separation (MDS) formula relative to any neighbouring livestock facility;

g) The severance of a dwelling unit shall not be permitted.

The placement of a second dwelling on a farm may be permitted for a temporary period of time to a maximum of 10 years as stipulated by the Planning Act. In such instances, consideration shall only be given to situations where the nature of the farm operation warrants that such accommodation is required for the purposes of farm help or farm

~~family members engaged in a meaningful capacity in the operation of the farm. Seasonal living quarters for migrant farm workers and other farm help to meet the needs of agriculture or agriculturally-related industries may also be considered on a temporary basis. The temporary dwelling or living quarters shall be located within close proximity to the existing cluster of farm buildings and in compliance with the Minimum Distance Separation (MDS I) unless a minor variance is granted with respect to any neighbouring livestock facility. A Temporary Use By-law shall be adopted and an agreement entered into with the Municipality which addresses occupancy of the dwelling or living quarters and their removal or conversion to other uses at the end of the temporary period.~~

#### 5.4.1.13 DOG KENNELS

Dog kennels shall be permitted subject to appropriate measures being taken to minimize or eliminate any adverse impacts on neighbouring uses, to ensure the safety of neighbouring residents and to ensure the proper disposal of animal waste. Sites shall be sufficiently large to provide adequate space for outdoor exercise as well as buffering from neighbouring properties. ~~A minimum lot size, along with~~ Minimum separation distances from settlement areas and neighbouring dwellings shall be prescribed in the Zoning By-law. Maximum noise levels at the property line may also be prescribed and acoustical measures required. Site plan control shall apply to kennels containing 1 dogs or more to ensure that adequate buffering measures, security

fencing and other site improvements are undertaken and maintained, as per the Southwest Middlesex Animal Control By-law. A license shall be obtained from the Municipality and renewed as required.

#### 5.4.1.14 AGRICULTURALLY RELATED COMMERCIAL AND INDUSTRIAL USES

Commercial and industrial uses, that are directly and primarily related to serving the needs of the farm community, benefit by being located in close proximity to farm operations or are not well suited to being located in a Settlement Area (e.g. grain drying facilities and livestock marketing yards) may be permitted subject to the following criteria being satisfied.

- a) adjacent and surrounding land use: The proposed use shall be located and developed in a manner to ensure compatibility with existing or proposed land uses designated or zoned for development. Where necessary or desirable, the proposed use shall be adequately buffered from neighbouring land uses by the provision of adequate setbacks, landscaping and/or screening. Compliance with the Minimum Separation Distance Formula (MDS I) shall be required;
- b) water supply: An adequate and secure source of water capable of meeting the needs of the proposed use shall be demonstrated to exist.

- c) soils and drainage: Soils and drainage shall be suitable or made suitable to enable the proper installation and functioning of an independent, on-site sanitary waste disposal system, to enable the proper siting of buildings and structures, and to eliminate or minimize surface drainage onto adjacent lands.
- d) vehicular access: vehicular access shall be available or made available from a hard surface public road of reasonable construction and maintenance subject to the approval of the authority having jurisdiction. Access shall not be permitted where safety hazards could result due to poor sight lines, proximity to a traffic intersection or a railway crossing, or the traffic flow characteristics of the road. Where access is proposed to a gravel-surfaced local road, a contribution towards increased maintenance or up-grading to a hard-surfaced road may be required.
- e) lot frontage, depth and size: The lot frontage, depth, and size of any lot proposed to be used or created shall be adequate for the use proposed and shall comply with the requirements of the Zoning By-law.
- f) water and air emissions: The requirements and, where necessary, the approval of the Ministry of Environment, Conservation and Parks with respect to waste water disposal and emissions to the atmosphere including noise and vibration shall be complied with.

- g) zoning: The type, location, and scale of farm related commercial and industrial uses shall be regulated by means of a separate zone classification in the Zoning By-law. An amendment to the Zoning By-law shall be required.
- h) change in use: Where the original agriculturally-related commercial or industrial use ceases to occupy the subject lands and buildings and no similar type replacement uses are likely, a change in zoning may be considered to prevent long term vacancy and deterioration provided such uses are compatible with neighbouring uses and appropriately serviced.

#### **5.4.1.15 EXISTING VACANT LOTS**

Existing vacant lots (i.e. lots of record) may be used for the purposes of a single unit dwelling provided they are capable of being serviced by an adequate and secure source of water and an approved on-site sanitary waste disposal system. ~~and provided the location of the proposed dwelling satisfies the Minimum Distance Separation (MDS) with respect to any neighbouring livestock operation.~~ Existing lots of record may be exempt from Minimum Distance Separation (MDS) requirements in accordance with section 5.4.1.6.

#### **5.4.1.16 HOME OCCUPATIONS**

Home occupations shall be permitted provided they are clearly secondary to the residential use, are limited in scale and do not create a nuisance, conflict or blight with respect to any neighbouring uses or

detract from the rural character of the area. Greater restrictions may apply on smaller lots and in areas characterized by clusters or concentrations of residential development. The range or type of home occupations permitted and the standards applying to them shall be set out in the Zoning By-law.

#### **5.4.1.17 Commercial Wind Energy Generation ALTERNATIVE & RENEWABLE ENERGY SYSTEMS**

The Municipality shall encourage the development of alternative and renewable energy systems, as a source of energy for the economic and environmental benefit of the Municipality and the Province of Ontario. These systems significantly reduce the amount of harmful emissions to the environment when compared to conventional energy systems. The Municipality encourages the use of wind, water, biomass, methane, solar, and geothermal energy.

Alternative and Renewable Energy Systems should be designed and constructed with appropriate setbacks from sensitive land uses and cultural heritage resources to minimize impacts.

Commercial wind farms, comprising one or more large wind turbines, where wind-generated electrical energy is sold to the grid, may be permitted. Large parcels of agricultural land away from settlement areas and concentrations of residential development shall be preferred in order to reduce the potential impact of safety, noise and visual intrusion. Sites shall have access to a public road of a standard

adequate to accommodate construction equipment and vehicles to erect and, thereafter, maintain the wind turbines. Sufficient setbacks shall be maintained from occupied buildings to provide safety from structure collapse or falling ice. Sites shall also be sufficiently large such that safety and noise impacts are, for the most part, contained on-site. An amendment to the Zoning By-law shall be required and site plan control may apply.

- a) Commercial wind farms with a generating capacity of 2MW or greater shall be required to proceed through an environmental screening process pursuant to regulations adopted under the Environmental Assessment Act. The Municipality shall participate in such process and shall avoid any local approval process that unduly and unreasonably complicates, duplicates or conflicts with the environmental screening process. Compliance with federal environmental legislation and policies may also be required.
- b) In considering a proposal for a commercial wind farm, the Municipality may require one or more of the following studies unless otherwise addressed to its satisfaction in the environmental screening process. The studies shall be undertaken by persons qualified in the required discipline. Consultation with the Municipality prior to commencing such studies is advisable to determine what studies will be required and the nature and scope of the issues which need to be addressed:



i) ~~noise impact study: to determine appropriate setbacks such that noise levels do not exceed the Ministry of the Environment noise standards for neighbouring sensitive land uses;~~

ii) ~~visual impact study: to determine the impact and mitigation measures required for the shadow or reflection of light or other visual distraction coming from any part of a wind turbine on neighbouring sensitive land uses and to determine the impact and mitigation measures required for wind turbines on the landscape, public roads or other public lands;~~

iii) ~~natural heritage impact study: a Development Assessment Report (DAR) may be required with respect to any impact on any natural heritage feature and the measures identified to mitigate such impact;~~

iv) ~~operations and safety study: to ensure the siting and operation of the turbines will not adversely impact the operation or safety of any neighbouring residents, passing motorists, landing strip or telecommunications systems; and~~

v) ~~agricultural impact study: to demonstrate that the proposed wind turbines are located on lower priority agricultural lands, wherever possible, and which demonstrates that the placement of wind turbines would minimize the loss of prime agricultural land and any potential disruption to agricultural uses and normal farm practices.~~

~~Where existing lots of record are located in proximity to a wind farm, consideration shall be given to allowing future development of those~~

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~~lots in accordance with the noise, safety and visual impact or mitigation criteria for existing development.~~

#### **5.4.1.18 PETROLEUM RESOURCES**

The extraction of petroleum resources shall be permitted in accordance with the Oil, Gas and Salt Resources Act. Minimum setbacks for buildings and structures from production wells, unless related to production, shall be prescribed in the Zoning By-law.

#### **5.4.1.19 AGGREGATE RESOURCES**

While Southwest Middlesex is considered ‘aggregate poor’ insofar as there are no known deposits of aggregate which are commercially viable to extract, should such aggregate be discovered and before consideration is given to amending the Zoning By-law to permit extraction, the Plan shall be amended to identify the limits of the resource and the criteria to be satisfied before extraction would be allowed to take place. Impact on natural heritage features, compatibility with neighbouring uses and effective rehabilitation shall be key considerations. A license under the Aggregate Resources Act shall also be required. Resource extraction may be permitted as an interim use provided the lands are restored to a condition whereby substantially the same area and same average soil capability for agriculture is reinstated to the satisfaction of the Municipality.

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#### 5.4.1.20 WAYSIDE PITS AND QUARRIES

The establishment of a wayside pit or quarry, being a temporary pit or quarry solely for the purposes of a particular road construction project or contract and not located within a public road allowance, shall be permitted in accordance with the following:

- a) a wayside permit being obtained from the Ministry of Natural Resources pursuant to the Aggregate Resources Act;
- b) natural heritage features shall not be encroached upon or adversely affected;
- c) restoration of the agricultural capability of the lands affected.

#### 5.4.1.21 REMOVAL OF TOPSOIL

To prevent the unwarranted removal of topsoil, the Municipality may adopt a by-law pursuant to the Municipal Act to set out the conditions governing the removal of topsoil in the Municipality.

#### 5.4.2 HAMLETS

Settlement areas designated 'Hamlet' on Schedule 'E' include Appin,



Melbourne, Middlemiss and Pratt Siding. A significant portion of Melbourne lies in the neighbouring Township of Strathroy-Caradoc. Of the four, Melbourne (when considered as-a-whole) best exhibits the scale, range of uses and traditional and multi-purpose role of a hamlet. By comparison, the remaining hamlets are considerably smaller and have fewer community functions being primarily residential communities. Growth has and continues to be limited due to distance to major employment centres, intervening settlements with superior amenities and facilities and a lack of full municipal services (i.e. water supply and sanitary waste disposal). Of all the hamlets, Melbourne appears to have the greatest potential for growth, but only in the event of a sanitary sewage system being installed. The boundaries of areas designated 'Hamlet' are shown on Figure 5.

#### 5.4.2.1 PRIMARY USES

Within areas designated 'Hamlet' on Schedule 'E', the primary use of land shall be for low density residential purposes. Single unit detached dwellings on lots suitably sized to allow for the proper siting and functioning of a private sanitary waste disposal system, shall be the predominant form of residential development. Other forms of low density residential development may also be permitted. The actual uses permitted shall be set out in the Zoning By-law.

#### **5.4.2.2 SECONDARY USES**

In addition to the primary uses, other uses may be permitted provided they are compatible with the scale and function of the hamlet. These uses shall include small scale commercial and industrial uses, institutional and recreational uses such as parks, schools and churches, ~~and home occupations, and Additional Residential Units in accordance with Section 2.5.11.~~ The actual uses permitted shall be set out in the Zoning By-law. An amendment to the By-law may be required.

#### **5.4.2.3 GROWTH AND SERVICING**

Growth and development shall be limited to infilling, rounding out and minor extensions to existing development (i.e. < 5 lots) within the boundary of the 'Hamlet' as shown on Figure 4. Where a municipal water supply is available, the proposed development shall be within the reserve capacity of the system and soils shall be suitable for the long term functioning of private on-site sanitary waste disposal systems. Where a municipal water supply is not available, demonstration of an adequate and potable supply of groundwater shall be required along with a demonstration that soils will be suitable for the long term functioning of private on-site sanitary waste disposal systems. ~~For development greater than 5 lots or producing more than 4500 L / day of effluent, an engineering report shall be submitted which evaluates all other servicing options.~~ Where the provision of full services (i.e. a municipal water supply system and a municipal

sanitary sewage system) are being considered, the designated 'Hamlet' shall be re-designated a 'Community Area' under Section 4 of this Plan. An amendment to the Plan shall be required.

#### **5.4.2.4 DEVELOPMENT CRITERIA FOR RESIDENTIAL USES**

The following criteria shall be used to evaluate proposals for residential development:

- a) the proposed development is in keeping with the existing scale and character of the 'Hamlet' and compatible with neighbouring development;
- b) an adequate and secure water supply is available or will be made available;
- c) soils are suitable or will be made suitable to support a private sanitary waste disposal system;
- d) cash-in-lieu of a parkland dedication is provided;
- e) a traffic hazard is not created;
- f) development of the remaining lands under the same ownership is not compromised;
- g) compliance with the Zoning By-law.

#### **5.4.2.5 DEVELOPMENT CRITERIA FOR NON-RESIDENTIAL USES**

Commercial, industrial and institutional uses shall generally be local in nature serving primarily the needs of the 'Hamlet' and the surrounding area. They shall be grouped with existing non-residential uses, wherever possible, in order to avoid scattered development within the hamlet and compatibility issues with residential uses. The following factors shall be considered in evaluating proposals for non-residential development:

- a) compatibility with neighbouring uses and measures provided where necessary to separate conflicting uses from and provide protection to adjacent uses;
- b) access to a County Road or proximate access to such road via a local street;
- c) adequate off-street parking;
- d) on-site landscaping;
- e) storm water management;
- f) compliance with the Zoning By-law;
- g) site plan agreement with the Municipality.

#### **5.4.2.6 HOME OCCUPATIONS**

Home occupations shall be permitted provided they remain clearly secondary to the main residential use, are limited in scale and do not create a nuisance or potential nuisance or detract in any way from the character, peace and enjoyment of the residential area within which they are situated. The range or type of home occupations permitted and the standards applying to them shall be set out in the Zoning By-law.

#### **5.4.2.7 OPEN SPACE**

The policies of Section 4.4.3 governing parkland dedication, cash-in-lieu, and acquisition shall apply with the necessary changes to settlement areas designated 'Hamlet' on Schedule 'E'.

#### **5.4.3 RURAL RESIDENTIAL**

Areas designated 'Rural Residential' on Schedule 'E' and, in greater detail, on Figure 6 are intended for the purposes of single unit dwellings on relatively large lots characterized by natural features and scenic quality. They are generally well removed from potentially conflicting farm operations and usually avoid productive agricultural land. ~~Most of the areas designated 'Rural Residential' were designated as such in the previous Official Plan of the Township of Mosa. In this Plan, some of these previously designated areas have been designated 'Agricultural' while, in a few instances, some areas are~~

designated 'Rural Residential' for the first time. The overall effect has been a substantial decrease in the amount of land, as well as in the number of areas, designated for these purposes.

#### **5.4.3.1 USES**

Within areas designated 'Rural Residential' on Schedule 'E', the primary use of land shall be for low density, single unit dwellings on relatively large parcels. Uses accessory to residential uses as well as uses which are compatible with residential uses such as home occupations and passive outdoor recreation uses shall also be permitted. The actual uses permitted shall be set out in the Zoning By-law.

#### **5.4.3.2 CRITERIA FOR DEVELOPMENT**

New uses shall be permitted subject to the following criteria:

- a) water supply: An adequate and secure water supply shall be available. Where an on-site well is being proposed, a letter from a qualified well driller or engineer shall be submitted confirming that an adequate and potable water supply is available.
- b) sanitary waste disposal: Lots shall be sufficiently large and soils shall be suitable to enable the proper functioning of private, independent sanitary sewage systems. The submission of a soils report may be required.

- c) soils and drainage: Soils and drainage shall be suitable or made suitable to enable the proper siting of dwellings and to eliminate or minimize surface drainage onto adjacent lands.
- d) vehicular access: Vehicular access shall be available or made available from a public road of suitable construction and year-round maintenance. New entrances to County Roads for residential purposes shall be discouraged.
- e) natural amenity and scenic quality: The natural amenity and scenic quality of the lands being developed shall be maintained and, wherever feasible, enhanced. Topography shall not adversely be altered and mature healthy trees shall be preserved and adequate safeguards taken during the construction process.
- f) environmental sensitivity: Where lands proposed for development lie within or in close proximity to natural heritage features, submission of a Development Assessment Report (DAR) may be required.
- g) preservation of rural character: The lot frontage and size of any lot proposed to be created shall be prescribed in the Zoning By-law and shall be sufficient to ensure maintenance of the rural character. In the 'Peak of Mosa' as shown on Figure 6, Map 1, the creation of lots on high capability agricultural land (Class 1 to Class 3 of the CLI for Agriculture) shall not be permitted to prevent the loss and fragmentation of

prime agricultural land and a minimum separation distance between dwellings shall be maintained, as prescribed in the Zoning By-law, to preserve the rural character of the area.

- h) proximity to livestock operations: A lot shall not be created where it would have a detrimental impact on the operation, expansion or flexibility of any nearby livestock operation. Compliance with the Minimum Distance Separation (MDS I) shall be required, or a minor variance granted, with respect to any neighbouring livestock operation. An environmental warning clause may be required on title alerting potential and future purchasers of the dwelling that they may be affected by odours from neighbouring livestock operations.

#### **5.4.3.3 HOME OCCUPATIONS**

Home occupations shall be permitted provided they remain clearly secondary to the residential use and provided they do not create a nuisance or potential nuisance or detract in any way from the character, peace and enjoyment of the area within which they are situated. The range or type of home occupations permitted and the standards applying to them shall be set out in the Zoning By-law.

#### **5.4.3.4 ZONING**

Until such time as a specific proposal has been submitted and found to be acceptable, undeveloped lands designated 'Rural Residential' shall

remain in an agricultural zone and the policies of this Plan governing lands designated 'Agricultural' shall apply.

#### **5.4.3.5 SPECIAL DEVELOPMENT AREA – KRISTA LANE**

A 'Special Development Area' refers to a specific location or development that specific policies are deemed necessary as a result of the history, previous commitments or the unique or otherwise special characteristics of these areas.

The area known as Krista Lane lying in Lot 1, Concession II of the former Township of Ekfrid was created in the early 1970's as an 18 lot development on the eve of the enactment of subdivision control across the Province. Lands were surveyed for a public road, although the road was never completely constructed (until recently). Seven of the original 18 lots were built before a comprehensive Zoning By-law was enacted by the Township in 1978 and further development prevented. In 2002, the Municipality of Southwest Middlesex entered into an agreement with the owners of the remaining undeveloped lots which lead to the installation of a municipal water supply, up-grading and extension of the then private road and assumption by the Municipality, drainage improvements and other matters. The development agreement was subsequently amended in 2014 to address matters including, but not limited to, the assessment of impacts to groundwater, protection of building foundations, storm water management, maintenance of natural heritage buffers, servicing, the removal of the wetland designation from the subject lot by the Ministry

~~of Environment, Conservation and Parks, and consultation with the Ministry of Environment, Conservation and Parks regarding species-at-risk. The agreement provides for the development of the remaining lots subject to a further agreement with the owner of an individual lot prior to the issuance of a building permit. Until such time as an agreement has been entered into with the Municipality for the development of an individual lot, the undeveloped lot may be placed in a 'holding' type zone in accordance with the provisions of the Planning Act. As the undeveloped lots lie within the J. Thompson Wetland, a provincially significant wetland or PSW, any development thereof requires the approval of the Lower Thames Valley Conservation Authority in accordance with Ontario Regulation 152/06.~~

#### **5.4.4 OPEN SPACE**

Outdoor recreational uses in the rural area have the potential to conflict with agriculture, remove agricultural land from production, adversely impact natural heritage features and be disruptive to rural residents and nearby settlement areas. On the other hand, the only viable or practical location for many of these uses and activities is the rural area. Existing lands used for active outdoor recreation purposes are designated on Schedule 'E'. New uses shall only be permitted by amendment to this Plan.

#### **5.4.4.1 PRIMARY USES**

Within areas designated 'Open Space' on Schedule 'E', the primary use of land shall be for active outdoor recreation uses and activities which often involve significant site alteration and the erection of permanent buildings and structures. Examples of such uses include golf courses, campgrounds and moto-cross. The actual uses permitted shall be set out in the Zoning By-law. Certain uses may only be permitted by a site-specific amendment as opposed to as-of-right in the Zoning By-law.

#### **5.4.4.2 CRITERIA FOR DEVELOPMENT**

Lands designated for new outdoor recreation uses and activities shall be based on the following criteria:

non-agricultural land: the use of low capability or non-agricultural land characterized by rolling topography, rough terrain, forest cover, and rivers or streams shall be preferred. Where the lands being proposed lie within a 'prime agricultural area' within the meaning of the Provincial Policy Statement, the proponent shall demonstrate that a need exists for the use; that the lands do not constitute a specialty crop area; that there are no reasonable alternative locations which avoid prime agricultural areas and that there are no reasonable alternative locations in 'prime agricultural areas' with lower priority agricultural lands;

natural heritage features: the policies of this Plan governing natural heritage features shall be complied with;

water supply: where required, an adequate and secure on-site water supply shall be demonstrated to exist. A letter from a qualified well driller or engineer shall be submitted confirming that an adequate and secure water supply exists for uses requiring large volumes of ground and surface water for irrigation and other purposes;

soils and drainage: soils and drainage shall be appropriate for the recreational activity being proposed. Where required, soils and drainage shall be suitable or made suitable to enable the proper installation and functioning of an independent on-site sanitary waste disposal system and to enable the proper siting of buildings;

impact on groundwater resources: in the case of golf courses, best management practices shall be required to ensure there is no adverse impact on groundwater resources;

vehicular access: vehicular access shall be available or made available from a hard surface public road of reasonable construction and maintenance subject to the approval of the authority having jurisdiction. Access shall not be permitted where safety hazards could result due to poor sight lines, proximity to a traffic intersection or a railway crossing, or the traffic flow characteristics of the highway or road. Where access is proposed to a gravel-surfaced local road, a

contribution towards increased maintenance or up-grading to a hard-surfaced road may be required.

adjacent and surrounding land use: the proposed use shall be located and developed in a manner to ensure compatibility with neighbouring land uses, particularly nearby residents and livestock operations. Sites with natural buffers shall be preferred. Compliance with the Minimum Distance Separation (MDS I) shall be required, or a minor variance granted, with respect to any neighbouring livestock operation. Where necessary or desirable, the proposed use shall also be adequately buffered from neighbouring land uses by the provision of adequate setbacks, landscaping and/or berms.

zoning: an amendment to the Zoning By-law shall be required. Consideration may be given to a Temporary Use By-law depending on the nature of the proposal and the potential for adverse impacts on neighbouring uses.

#### **5.4.4.3 PRIVATELY OWNED LANDS**

Where lands designated 'Open Space' are in private ownership, such designation does not imply that these lands are free and open to the general public or that these lands will be acquired or assumed by the Municipality or any other public authority.



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## 6 INFRASTRUCTURE

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### 6.1 WHERE PERMITTED

The use of land for the provision and maintenance of public utilities and infrastructure (e.g. water supply, sanitary sewage disposal, roads, electricity, natural gas, hydro corridors, electricity generation facilities and transmission and distribution systems, and telecommunications) and any buildings, structures or appurtenances thereto shall be permitted in all land use designations in accordance with any and all environmental requirements and approvals without an amendment to this Plan. Measures shall be undertaken to ensure no adverse impact on neighbouring land uses or on natural heritage features.

### 6.2 ROADS

The Municipality of Southwest Middlesex is served by a network of arterial roads, collector roads and local roads. Arterial roads and not collector roads are under the jurisdiction of the County of Middlesex while local roads are under the jurisdiction of the Municipality. The road network is shown on Schedule 'E'.

#### 6.2.1 ARTERIAL ROADS

The primary function of 'Arterial Roads' is to carry relatively high volumes of vehicular traffic within and through settlement areas. Speed limits shall generally be higher than lower order streets and roads and maintaining traffic flow rather than access to abutting properties shall generally have priority. Access to abutting properties shall be limited and traffic control features shall, wherever possible, favour arterial roads over intersecting lower order streets and roads.

#### 6.2.2 COLLECTOR ROADS

The primary function of 'Collector Roads' is to provide a link between 'Arterial Roads' and 'Local Streets'. Maintaining traffic flow and access to abutting properties are generally of equal importance.

#### 6.2.3 LOCAL ROADS

The primary function of 'Local Roads' is to provide direct access to abutting properties, typically carrying less than ~~1500~~ 1000 vehicles per day. Streets with only one access (i.e. cul-de-sacs) shall typically have a maximum volume of 200 vehicles per day. Lower speed limits and traffic control devices may be applied to ensure public safety and the enjoyment of adjacent residential properties.

#### **6.2.4 COUNTY ROADS**

Development of lands adjacent to County Roads shall satisfy the requirements and obtain all the necessary approvals of the County of Middlesex. The policies of the County of Middlesex Official Plan governing minimum rights-of-way widths, minimum setbacks and access along roads under its jurisdiction shall apply. Development along 'County Roads' which would diminish their primary traffic function shall be discouraged. The Municipality shall solicit input from the County prior to approval of development which may directly or indirectly affect County Roads with respect to such matters as entrances, setbacks, road widening dedications, signage and drainage.

#### **6.2.5 ROAD ALLOWANCES**

The design width of a particular road allowance shall generally be in accordance with Table 1. Within settlement areas, the minimum right-of-way widths for arterial and collector County Roads shall be 30 metres and 26 metres respectively where such roads are built to an urban standard within the settlement area. On 'Local Roads' within settlement areas, existing road allowance with less than the standard width may be maintained where the design width would adversely affect abutting properties or is otherwise not feasible, desirable or necessary to acquire. New road allowances less than the standard width may be considered depending on the length of the street and the nature of development being proposed. Land dedications may be

required as a condition of approval of a subdivision, land severance or site plan approval to bring existing road allowances up to their design width. Where a land dedication for road widening is being considered as a condition of development or the subdividing or severing of land, the amount of land to be taken shall be taken in equal amounts from both sides of the subject road measured from the centreline of the road except where physiographic conditions, utility lines, hydro corridors, or other features dictate otherwise.

**TABLE 1**  
**DESIGN WIDTHS: ARTERIAL, COLLECTOR & LOCAL ROADS**  
**Municipality of SOUTHWEST MIDDLESEX**

Classification & Name	Design Width*	Limits
ARTERIAL		
Concession Drive (C.R. No. 14)	36 m	Dundonald Road to Hagerty Road
Dundonald Road (C.R. 80)	36 m	Parkhouse Drive to Longwoods Road
Glendon Drive (C.R.14)	36 m	all
Longwoods Road (C.R.2)	36 m	all
Melbourne Road (C.R. 9)	36 m	all
COLLECTOR		
Clachan Road (C.R. 14)	30 m	all
Concession Drive (C.R.14)	30 m	Hagerty Road to Clachan Road
Dundonald Road (C.R. 80)	30 m	Appin Road to Lambton County
Hagerty Road	30 m	all
Thames Road (C.R.8)	30 m	all
LOCAL		
Industrial	26 m	
Residential	20 m	
<i>* except as set out in Section 6.2.5 of this Plan</i>		

#### 6.2.1 DESIGN AND CONSTRUCTION

New roads created for dedication to the Municipality as public roads shall be designed and constructed to the standards of the Municipality

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prior to assumption. Where new roads are proposed to intersect with a 'County Road', the location, design, and construction of these roads at their point of intersection shall be subject to the approval of the County of Middlesex.

#### 6.2.2 MINIMUM SETBACKS

Minimum setbacks for buildings and structures from 'Arterial Roads', 'Collector Roads' and 'Local Roads' shall be specified in the Zoning By-law.

#### 6.2.3 ENTRANCES

Where access is available from a higher order road and a lower order road (e.g. arterial road and a collector road), access shall generally be restricted to the lower order road. The number, location, design and construction of entrances shall be subject to the authority having jurisdiction.

#### 6.2.4 PRIVATE STREETS

Private streets shall only be considered in developments registered under the Condominium Act or as otherwise may be permitted by this Plan.

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### 6.2.5 UNOPENED OR ABANDONED ROAD ALLOWANCES

Unopened or abandoned road allowances may be closed and the lands conveyed to abutting property owners where access would not be compromised in accordance with the provisions of the Municipal Act.

## 6.3 WATER SUPPLY

Southwest Middlesex is serviced by the Tri-County Water Management West Elgin Primary Water Supply System, a regional system serving a number of communities in Dutton-Dunwich, Southwest Middlesex, Newbury, West Elgin, and the community of Bothwell in Chatham-Kent, Elgin County, Middlesex County and Chatham-Kent. The system is managed by the Tri-County Water Management Committee Board and operated by the Ontario Clean Water Agency (OCWA). On-going improvements to the system in terms of capacity and water quality are designed to ensure an adequate and secure source of supply capable of meeting the anticipated needs of 'Settlement Areas' and portions of the 'Rural Area' along its route.

### 6.3.1 TRUNK MAIN

The trunk watermain serving Southwest Middlesex begins at a reservoir owned by the Municipality on the northern edge of West Lorne and proceeds north on County Road No. 76 before crossing the Thames River and entering the Municipality. At Woodgreen, the line runs

northeast to service Glencoe, Appin and Melbourne and northwest to service Pratt Siding and Wardsville. While service to rural area residents, farms and other uses along its route is feasible, the Municipality shall ensure that the integrity of the trunk main to service 'Settlement Areas' both inside and outside Southwest Middlesex is maintained.

### 6.3.2 MANDATORY CONNECTION

All development within settlement areas with the exception of Middlemiss shall be connected to, and serviced by, the municipal water supply system.

### 6.3.3 MONITORING

The municipal water supply system shall be monitored to ensure an adequate, secure and potable water supply to those being served by it. Improvements shall be undertaken and measures adopted as necessary to ensure the supply remains adequate and secure and water quality standards are met.

### 6.3.4 RURAL WATER LINES

Where necessary to address failed private on-site water supply systems, the Municipality may consider extension of the municipal water supply system to service areas outside the settlement areas on a cost recovery basis and subject to the requirements of the Environmental Assessment Act and the approval of the Ministry of

Environment, Conservation & Parks, and the Tri-County Water Management Committee Board.

#### **6.4 SANITARY SEWAGE DISPOSAL**

There are only two municipal sanitary sewage systems within Southwest Middlesex, one serving the Glencoe Urban Area and the other serving the Wardsville Community Area. The municipal sanitary sewage system servicing the Glencoe Urban Area comprises a lagoon-type system located southeast of the settlement area boundary. ~~A recent engineering study confirmed that the system has limited reserve capacity and measures are required to increase its capacity.~~ The municipal sanitary sewage system servicing the Wardsville Community Area is an unconventional shallow-bore system where solids are held in a municipally owned clarifier tank that is located on each individual parcel of land and maintained by the Municipality. The liquid effluent is conveyed to the plant for treatment prior to being released into the Thames River. partial treatment of sewage takes place in-line before it reaches the treatment plant. The reserve capacity of the Wardsville STP was estimated to be in the order of 770 persons or 275 households (based on a conservative average household size of 2.8 persons in 2002.

##### **6.4.1 MANDATORY CONNECTION**

All development within the Glencoe Urban Area and the Wardsville Community Area shall be connected to and serviced by the municipal sanitary sewage system.

##### **6.4.2 IMPROVEMENTS**

Improvements shall be made to the municipal sanitary sewage systems as the need arises to maintain the capacity of the collection and treatment systems to accommodate existing and future development.

##### **6.4.3 EXPANSION**

When 90% of the design capacity of a municipal sanitary sewage system is reached, the process of expanding the plant to meet future needs shall be initiated. Until such time as a commitment is made to expand the plant and the necessary regulatory approvals have been obtained, no further approvals shall be given to developments which require connection to or which otherwise increase the load on the system.

##### **6.4.4 PRIVATE SANITARY SEWAGE SYSTEMS**

Development shall be permitted on private, sanitary waste disposal systems in accordance with the requirements of the Ontario Building Code as administered by the Municipality or, in the case of systems

generating more than 10,000 L/day, in accordance with the requirements of the Ministry of Environment, Conservation and Parks except where connection to a municipal sanitary sewage system is available or otherwise mandatory.

#### **6.4.5 IMPACT ON GROUNDWATER RESOURCES**

Where conditions warrant given the nature or scale of development being proposed, the Municipality, upon consultation with the Ministry of Environment, Conservation and Parks may require the submission of a hydrogeology report to ensure that such development will not adversely impact the groundwater resource and any impact is within the guidelines of the Ministry of Environment, Conservation and Parks. The report shall identify the type and design parameters of the appropriate sanitary sewage system or systems to be utilized. Where situations warrant low nitrate generating systems may be required as a condition of the development being approved.

#### **6.5 ACTIVE TRANSPORTATION**

This Plan recognizes the important role active transportation providing complete, healthy, and sustainable communities. Active transportation is defined as human-powered travel, including but not limited to, walking cycling, inline skating and travel with the use of mobility aids. Mobility aids may include motorized wheelchairs and other power-assisted devices moving at a comparable speed. This Plan supports opportunities for the development of an active transportation network

that promotes physical activity and alternative and more cost effective travel. Development should be designed in a manner that promotes safe, convenient, and attractive active transportation options for pedestrian and cyclists within, and where feasible, between settlement areas.

It is the policy of this Plan to support and encourage the development of sidewalks for pedestrian movement within its settlement areas. It is encouraged that development of both public and private lands for pedestrian and active transportation which are aimed at promoting public health through outdoor activities.

The development of the active transportation network shall have consideration for the recommendations of the Southwest Middlesex Parks & Recreation Master Plan 2021 and the Middlesex County Cycling Strategy.

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## **7 LAND USE AND DEVELOPMENT SENSITIVITY AREAS**

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### **7.1 HAZARDOUS LANDS**

Lands associated with the Thames River, the Sydenham River and their tributaries are hazardous or potentially hazardous to development and a risk to life and property as a result of their susceptibility to flooding, erosion, subsidence, slumping, inundation, the presence of unstable slopes or organic or poorly drained soils. Lands characterized by poor drainage, organic soils and other inherent physical limitations to development may also constitute hazardous lands.

#### **7.1.1 LANDS AFFECTED**

Lands shown as 'Hazardous Land' on Schedule 'F' are based on the mapping of the St. Clair Region Conservation Authority and the Lower Thames Valley Conservation Authority. They include watercourses, valley lands, flood prone lands, steep slopes, wetlands and areas that could interfere with the hydrologic function of wetlands. Their actual limits shall be more precisely determined at the time of development based on the actual regulation limit mapping of the conservation authority having jurisdiction and, if necessary a site inspection and more detailed mapping and supporting technical information provided by the proponent.

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### **7.1.2 USES, BUILDINGS AND STRUCTURES**

While the use of 'Hazardous Land' shall be governed by the policies applying to the applicable under-lying land use designation, it is intended that these lands be maintained free and clear of buildings and structures due to the presence of physical hazards and their potential adverse effects on public safety and loss of property. Buildings and structures are generally prohibited with the exception of those associated with and necessarily located in, or adjacent to, the floodplain (such as flood and erosion control works, bridgeworks and other essential works and facilities). Other restricted activities include construction, placement or removal of fill, alteration of a shoreline and re-grading. Building permits shall not be issued without the necessary permit having first been issued by the conservation authority having jurisdiction.

### **7.1.3 ZONING**

The Zoning By-law shall further regulate development by prohibiting buildings and structures on lands exhibiting hazardous characteristics and incorporating such measures as appropriate setbacks from municipal drains and natural watercourses.

### **7.2 GROUNDWATER SUSCEPTIBILITY AREAS**

Certain areas of the Municipality as shown on Schedule 'G' have been identified by the Middlesex – Elgin Groundwater Study (2004) as being

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of moderate and high susceptibility to groundwater contamination from surface related activity. Development proposals or changes in use in these areas shall be scrutinized in terms of their potential adverse impact on the groundwater and appropriate mitigating measures imposed as a condition of approval.

### **7.3 LANDS ADJACENT TO RAILWAYS**

Southwest Middlesex is traversed by two main rail lines, one under the jurisdiction of CN Rail and the other under the jurisdiction of the CPR. A CN branch line which connects Glencoe to St. Thomas has been virtually abandoned. The main line of CN Rail passes through Glencoe, Pratt Siding and Appin while the main line of the CPR runs through the rural area parallel and to the north of the CN line. ~~The main line owned and operated by CN Rail is classified as a 'Principal Main Line'.~~ Noise, vibration and safety measures have been developed by ~~CN Rail~~ the Federation of Canadian Municipalities and the Railway Association of Canada (FCM/RAC Guidelines) to minimize potential safety hazards and land use conflicts between residential development and its railway operations. These measures include minimum setbacks, noise/safety berms, and fencing and building design features or combination thereof and are the most onerous in the case of development adjacent to a ~~'Principal Main Line'~~ 'Rail Facility'.

#### **7.3.1 SAFETY MEASURES**

Within a settlement area, minimum setbacks, intervening berms, walls and security fencing, or combination thereof, may be required as a condition of development where residential development is proposed abutting a railway shown on Schedule 'F'. Outside a settlement area, a minimum setback shall be prescribed in the Zoning By-law between a dwelling and a railway sufficient to ensure an adequate measure of safety. Safety berms, walls and fences shall be designed, constructed and maintained in accordance with guidelines established by ~~CN Rail~~ the Federation of Canadian Municipalities and the Railway Association of Canada (FCM/RAC Guidelines) and an agreement with the Municipality. A safety berm shall generally not be required in the case of minor infilling, redevelopment or other instances where it is impractical to install or would not achieve its intended purpose.

#### **7.3.2 VIBRATION SENSITIVITY AREAS**

'Vibration Sensitivity Areas' are considered to be those areas proposed for residential development and lying within 75 metres of a railway as shown on Schedule 'F'. Prior to approving a residential development proposal within these areas, the Municipality may require incorporation of vibration attenuation measures in the construction of dwellings or that the proponent engage the services of an engineer knowledgeable in monitoring ground-borne vibration levels to determine the degree of vibration and the mitigation measures to be applied. Where the study identifies a need, attenuation measures shall



be required and designed and implemented to the satisfaction of the Municipality in consultation with the railway company.

### **7.3.3 NOISE SENSITIVITY AREAS**

'Noise Sensitivity Areas' are considered to be those areas proposed for residential development and lying within 300 metres of a railway as shown on Schedule 'F'. Prior to approving a residential development proposal within these areas, the Municipality may require incorporation of noise attenuation measures or that the proponent engage the services of an engineer knowledgeable in acoustics to determine whether noise control measures are required to satisfy the Ministry of Environment's, Conservation and Parks recommended sound level criteria. Where a need is determined, noise reduction measures shall be required and designed and implemented to the satisfaction of the Municipality in consultation with the railway company.

### **7.3.4 WARNINGS**

Where residential development is proposed within 300 metres of a railway, an agreement between the Municipality and the owner/developer shall specify that future purchasers will be advised that, despite the inclusion of noise and vibration control measures within the development, alterations to rail operations may occur which may adversely affect the living environment and enjoyment of neighbouring residents. Where appropriate, such agreements shall provide for a warning clause to be registered on title.

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### **7.3.5 ZONING BY-LAW**

The Zoning By-law may specify minimum setbacks to be maintained between a dwelling and a railway and may include measures designed to minimize vibration and noise impacts associated with railway operations.

### **7.4 LANDFILL SITES AND OTHER CONTAMINATED SITES**

Due to the potential for methane gas, leachate migration, soil degradation and instability in soils on and adjacent to operating and closed landfill sites and other contaminated sites (often referred to as 'brownfield' sites) mitigating measures shall be required to ensure public health and safety. There are two closed landfill sites located in Southwest Middlesex. The 'Limerick' site is located at Lot 23, Concession III of the former twp. of Mosa and the 'Trillium' site is located at Lot 23, Range I North in the former Township of Ekfrid. The latter currently functions as a temporary transfer station and constitutes the Municipality's main landfill site. There are two operating landfill sites (both owned and operated by the Municipality) in Southwest Middlesex, one in Lot 23, Concession III of the former Township of Mosa and the other in Lot 23, Range I North in the former Township of Ekfrid. The latter constitutes the Municipality's main landfill site. Adjacent lands have been acquired by the Municipality for possible future expansion. There is no documented, comprehensive listing of abandoned or closed landfill sites or other 'brownfield' sites in the Municipality.

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#### 7.4.1.1 LANDS ADJACENT TO CLOSED LANDFILL SITES

Development applications must comply with the Ministry of Environment, Conservation, and Parks' requirements for development in proximity to closed landfills.

Within 500 metres of the perimeter of the fill area of an operating landfill site as shown on Schedule 'F' or an abandoned or closed landfill site and potentially beyond 500 metres where hydrological, topographical and soil characteristics suggest, testing for landfill generated gases (e.g. methane), ground and surface water contamination by leachate and contamination discharges (e.g. dust, odour) in accordance with the guidelines of the Ministry of Environment may be required prior to the approval of any development proposal or the issuance of any building permit. Where such proposals are received, the proponent shall be required to consult with the Ministry and undertake whatever studies are necessary to identify any potentially adverse impacts.

#### 7.4.1.2 CLOSED OR ABANDONED LANDFILL SITES

No use shall be made of any closed landfill site for a period of 25 years from which such land ceased to be used as a landfill site without the approval of the Ministry of Environment, Conservation & Parks as stipulated by the Environmental Protection Act.

#### 7.4.1.3 BROWNFIELD SITES

The remediation, conversion, and reuse of brownfield sites shall be strongly encouraged. Development applications shall comply with the brownfield requirements of the Environmental Protection Act and Ministry of Environment, Conservation, and Parks. Prior to approval being given for the use or development of brownfield sites which may result in health or safety risks to the public or future occupants as a result of previous uses or activities, the necessary studies shall be prepared by the proponent to determine the appropriateness of such use or development including any required remedial measures. Where there is a change in use from commercial, industrial or similar type uses to residential, institutional and similar sensitive type uses, a Record of Site Conditions (RSC) prepared by qualified persons in accordance with regulations under the Environmental Protection Act shall be required. Decommissioning and/or remediation of the site may be necessary prior to development. The RSC shall be prepared by the proponent and submitted to the Ministry of Environment and the Municipality. Where the Municipality has reason to believe off-site contamination may result in adverse effects, it shall notify the Ministry of Environment.

#### 7.5 SEWAGE TREATMENT FACILITIES

There are two sewage treatment facilities in Southwest Middlesex, one serving the Glencoe Urban Area and the other serving the Wardsville Community Area. Both are relatively well removed from residential and

other sensitive uses. The Ministry of Environment, Conservation and Parks recommends minimum separation distances be maintained from sewage treatment facilities and sensitive uses to minimize the adverse impact of odour on sensitive uses. The distances vary based on the potential of the particular type of treatment facility to generate obnoxious odours.

#### **7.5.1 SENSITIVE USES**

Residential, institutional and other sensitive land uses shall be setback from sewage treatment facilities to minimize any adverse impact from odour generated by these facilities. Minimum separation distances shall be prescribed in the Zoning By-law based on the guidelines of the Ministry of Environment, Conservation and Parks and supporting technical information.

#### **7.6 GRAIN HANDLING FACILITIES**

~~There are three commercial grain handling facilities in Southwest Middlesex; namely Orford Co-op in Glencoe, Cargill on the CN railway at Melbourne Road and Glencoe Grain & Seed Co. north of Glencoe on the CPR at County Road No. 80. Due to the nature of these operations, noise and dust impacts are generated which have the potential to affect residential and other sensitive uses.~~

#### **7.6.1 COMMERCIAL GRAIN HANDLING FACILITIES SENSITIVE USES**

The Municipality shall discourage any proposals for residential development and other sensitive land uses that may be affected by adverse impacts (i.e. dust, noise) from commercial grain handling facilities which are not otherwise readily mitigated at the source. Prior to approving any residential development proposal within 300 metres of a commercial grain handling facility other than infilling or on an existing lot of record, the Municipality may require the preparation of a noise and dust impact study which identifies the potential for adverse impacts and the extent to which these impacts are capable of being effectively mitigated.

#### **7.7 SECONDARY USES ON HYDRO CORRIDOR LANDS**

Second uses, such as active and passive recreation, agriculture, community gardens, other utilities and uses such as parking lots and outdoor storage that are accessory to adjacent land uses, are encouraged on hydro corridor lands, where compatible with surrounding land uses. However, a proponent should be aware of the primacy of a hydro corridor is for electricity generation facilities and transmission and distribution systems, and that secondary uses require technical approval from Hydro One Networks Inc.

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## **8 GENERAL**

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### **8.1 INTERPRETATION**

#### **8.1.1 UNEXPECTED SITUATIONS**

Where a situation arises not specifically addressed by the policies of this Plan, the general intent and purpose of the Plan shall be determining factors in establishing conformity with the Plan.

#### **8.1.2 SETTLEMENT AREA BOUNDARIES**

The boundaries of settlement areas, in most instances, follow readily definable physical features or lot lines (or half lot lines) and are generally considered absolute.

#### **8.1.3 LAND USE BOUNDARIES**

The boundaries of the land use designations shown on the schedules to this Plan are to be considered approximate. Only where the boundaries are defined by arterial or collector roads,

railways or similar physiographic features shall they be considered absolute.

#### **8.1.4 ACCESSORY USES**

Uses, buildings and structures accessory to a main use are permitted in all land use designations provided they are clearly secondary, subordinate and incidental to the main use and situated on the same lot therewith. They shall be appropriate in scale to the main use of the lot on which they are situated and not adversely affect the peace, enjoyment or character of neighbouring uses or create a nuisance or blight with respect to neighbouring uses. Where such uses would be, or have the potential to be, incompatible with neighbouring uses (e.g. outdoor furnaces, wind towers and radio antennae), they shall not be permitted except in accordance with appropriate provisions being established in the Zoning By-law to mitigate any adverse impacts on neighbouring uses.

#### **8.1.5 NUMERICS**

Numerical figures in this Plan are to be considered approximate. Minor deviations from these figures may be made without the need

for an amendment to the Plan provided the general intent and spirit of this Plan are maintained.

#### **8.1.6 REFERENCES TO STATUTES**

Where any Act or portion of any Act is referred to in this Plan, such references shall be interpreted as referring to any and all subsequent amendments or revisions to the Act.

#### **8.1.7 TERMINOLOGY**

Unless specified otherwise by this Plan, the definitions contained in the Provincial Policy Statement and Appendix A shall govern the meaning of terms used in this Plan. It is intended that such terms be applied with the degree of generality to which official plans are accustomed except where such terms are derived directly from statutes.

### **8.2 IMPLEMENTATION**

This Plan shall be implemented by the powers conferred upon the Municipality by the Planning Act, the Heritage Act, the Municipal Act and such other statutes as may be applicable from time to time. More particularly, the Plan shall be implemented by the enactment of zoning by-laws, the application of site plan control, the granting of consents, the approval of plans of subdivision and other planning-related approvals under the Planning Act. Community improvement projects, public works and other initiatives shall also be undertaken,

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as the need arises and resources permit, to achieve the goals and objectives of the Plan.

#### **8.2.1 REVIEW OF EXISTING BY-LAWS**

Upon adoption of this Plan, the Municipality shall review all existing by-laws governing or affecting the use of land and the erection, alteration and demolition of buildings and structures. Where necessary, the Municipality shall amend these by-laws or adopt new by-laws as may be required to ensure they are in conformity with the Plan.

#### **8.2.2 AMENDMENTS AND REVIEW**

##### **8.2.2.1 WHEN CONSIDERED**

Amendments to the Plan shall be considered in response to changing circumstances within or affecting the Municipality; changes in policy, legislation and guidelines of other levels of government which may have a bearing on existing uses or the future development of the Municipality and in response to specific applications by landowners and developers.

##### **8.2.2.2 SETTLEMENT AREA EXPANSION**

Expansion to the boundary of a settlement area shall require an amendment to the Plan and shall be in accordance with a comprehensive review as set out in the Provincial Policy Statement.

**GENERAL 8-2**

~~Insufficient opportunities for growth through intensification, redevelopment and new development to accommodate projected needs over the planning period shall be demonstrated.~~ , and only where it has been demonstrated that:

- a) Sufficient opportunities to accommodate growth and to satisfy market demand are not available through intensification, redevelopment, and designated growth areas to accommodate the projected needs over the planning horizon;
- b) the infrastructure and public service facilities which are planned or available are suitable for the development over the long term, are financially viable over their life cycle, and protect public health and safety and the natural environment;
- c) In prime agricultural areas:
  - i) the lands do not compromise specialty crop areas;
  - ii) there are no reasonable alternatives on lower priority agricultural lands in prime agricultural areas;
  - iii) the new or expanding settlement areas are in compliance with Minimum Distance Separation formulae;

- d) impacts from new or expanding settlement areas on agricultural operations which are adjacent or close to the settlement are mitigated to the extent feasible.

#### **8.2.2.3 SETTLEMENT AREA BOUNDARY**

Notwithstanding the policies in Section 8.2.2.2, adjustments to the settlement area boundaries may be permitted outside a comprehensive review provided:

- a) there would be no net increase in land within the settlement areas;
- b) the adjustment would support the municipality's ability to meet intensification and redevelopment targets established by the Municipality;
- c) prime agricultural areas are addressed in accordance with the policies in Section 8.2.2.2 c), d), and e); and
- d) the settlement area to which the lands would be added is appropriately serviced and there is sufficient reserve infrastructure capacity to service the lands.

#### **8.2.2.4 CONVERSION OF EMPLOYMENT LANDS**

Where lands are designated for industrial, commercial or other employment purposes and are proposed to be converted to non-

employment purposes, an amendment to the Plan in accordance with a comprehensive review as set out in the Provincial Policy Statement shall be required. The lands shall not be required for employment purposes over the long term and the need for the conversion shall be justified. The conversion of employment areas to a designation that permits non-employment uses by means of an amendment to the Plan may be permitted outside a comprehensive review provided the area has not been identified as provincially significant through a provincial plan exercise or as regionally significant by a regional economic development corporation working together with affected upper and single-tier municipalities and subject to the following:

- a) there is an identified need for the conversion and the land is not required for employment purposes over the long term;
- b) the proposed uses would not adversely affect the overall viability of the employment area; and
- c) the site proposed for conversion offers limited market choice for employment development due to size, configuration, or physical conditions;
- d) the site proposed for conversion does not possess the potential of being included in a future expansion of existing or neighbouring employment lands;

#### **8.2.2.5 WHEN NOT REQUIRED**

Amendments to the Plan shall not be required in order to make minor adjustments to the boundaries of land use designations and the location of roads provided the general intent and spirit of the Plan is maintained. Such adjustments need not be reflected on the schedules.

#### **8.2.2.6 ADDITIONAL INFORMATION REQUIRED**

~~Where a person or public body requests an amendment to the Plan, the Municipality may require additional information that it considers it may need to make a decision on the request over and above what is required by the Planning Act and its accompanying regulations.~~

#### **8.2.2.7 OFFICIAL PLAN REVIEW**

The Municipality shall, prior to five years from the date of adoption of the Plan, convene at least one meeting of Council in accordance with the Planning Act for the purpose of determining the need for any amendments or revisions to the Plan. A comprehensive review shall be undertaken towards the end of the planning period unless circumstances warrant an earlier review

### **8.2.3 PLANS OF SUBDIVISION/CONDOMINIUM**

#### **8.2.3.1 GENERAL CRITERIA**

Approval of a plan of subdivision or condominium by the Municipality shall be subject to the following criteria being satisfied:

- a) The applicable land use designation and policies of this Plan and the County Plan,
- b) The requirements of the Planning Act,
- c) The entering into of a subdivider's/condominium agreement with the Municipality,
- d) The posting of sufficient financial security to ensure the protection of the Municipality.

#### **8.2.3.2 PART LOT CONTROL**

Where land lies within a registered plan of subdivision, the Municipality may consider the adoption of a part lot control by-law to create new lots in accordance with the Planning Act where it is satisfied that any conditions appropriate to the creation and development of such lots are capable of being implemented.

#### **8.2.3.3 DEEMING**

The Municipality may deem plans of subdivision (or parts thereof) more than eight years of age not to be plans of subdivision within

the meaning of the Planning Act where development of such plans would not be in conformity with this Plan or the Zoning By-law and where development would be detrimental to the Municipality or neighbouring uses.

### **8.2.4 CONSENTS**

#### **8.2.4.1 LOT CREATION**

The creation of lots by land severance or consent shall be considered in accordance with the following:

- a) Lots shall be created by severance where the number of new lots being created does not exceed three and may be considered where the number of lots being created does not exceed five provided a plan of subdivision is not considered necessary to ensure proper and orderly development. Proposals to create more than five lots shall only be permitted by plan of subdivision. Generally, a plan of subdivision shall not be considered necessary where the lots being created front on an open public road, no undue extension or improvement of services is required, and there exists no other lands under the same ownership abutting the lots proposed to be created and designated for the same type of development;



- b) Whether the proposed use and severance is in conformity with the policies and land use designations of this Plan and the County Plan;
- c) Whether the requirements of the Planning Act are satisfied;
- d) The effect of any relevant matters of provincial interest as declared by the Planning Act;
- e) The input received from the County of Middlesex and other public bodies and agencies;
- f) Issues arising out of the above evaluation may be addressed through conditions imposed to the granting of the severance, including entering into an agreement between the Municipality and the owner, pursuant to the Planning Act.

#### **8.2.4.2 CASH-IN-LIEU OF PARKLAND**

As the amount of land the Municipality is entitled to as parkland arising out of consent for residential, commercial or industrial purposes would, in virtually all cases, be impractical for park purposes, the Municipality shall require cash-in-lieu as a condition of consent being granted in accordance with the provisions of the Planning Act.

#### **8.2.4.3 ADJUSTING AND CORRECTING LOT BOUNDARIES**

The granting of a severance for purposes of adjusting or correcting lot boundaries or to convey a relatively modest amount of land to an abutting lot shall only be permitted provided:

- a) the conveyance does not lead to the creation of an undersized, irregularly shaped lot(s) unsuited to the purpose for which it is being used or proposed to be used, or contrary to the provisions of the Zoning By-law unless the By-law is otherwise amended or a variance granted;
- b) the lands being conveyed are registered in the same name and title as the lands to which they are being added;
- c) it is stipulated in the granting of the severance that any subsequent conveyance or transaction shall require a future severance.

#### **8.2.4.4 CONSENTS FOR MORTGAGE PURPOSES**

A consent shall only be granted for mortgage purposes where it is capable of satisfying the appropriate policies of this Plan and the appropriate provisions of the Zoning By-law with respect to the use to which the lands would be put and the dimensions and size of the parcel if the mortgage is foreclosed and a separate lot created.

#### **8.2.4.5 CONSENTS FOR EASEMENTS**

Consents may be granted for easement purposes where the use of land is being conveyed for periods in excess of 21 years.

#### **8.2.4.6 CANCELLING OF A CONSENT APPLICATION**

##### **ADDITIONAL INFORMATION REQUIRED**

~~Where a person or public body applies for a consent, the Municipality may require additional information that it considers it may need to make a decision on the request over and above what is required by the Planning Act and its accompanying regulations.~~

When considering a request for the cancellation of a certificate of consent, Council shall have regard for the policies of this plan and the regulations of the Zoning By-law.

#### **8.2.5 ZONING BY-LAW**

##### **8.2.5.1 INTENT**

The Municipality shall adopt and thereafter maintain a new comprehensive Zoning By-law in conformity with the land use designations and policies of this Plan and to establish appropriate regulations to control the use of land and the character, location, and use of buildings and structures in accordance with the Planning Act. ~~The Zoning By-law shall replace the comprehensive zoning by-laws inherited by the Municipality upon amalgamation of its formerly~~

~~separate municipalities. The zoning of lands under these by-laws and variances granted to them may remain in effect notwithstanding they may not be in conformity with this Plan.~~

##### **8.2.5.2 SCOPE AND CONTENT**

The Zoning By-law shall prescribe a number of land use zones and appropriate standards with respect to such matters as lot frontage, lot area, setback, coverage, height, density, minimum separation distances and parking. Different zones shall be established, as required, to maintain land use compatibility and to regulate the range of uses in specific areas. Large undeveloped areas may be placed in a 'holding' type zone until such time as market conditions warrant and the nature of development has been determined. Alternatively, where the nature of development has been determined but conditions governing development have yet to be satisfied, the lands may be zoned for a specific purpose in accordance with the holding provisions of the Planning Act and the relevant provisions of this Plan until such time conditions are appropriate to permit development are satisfied.

##### **8.2.5.3 CONDITIONAL ZONING**

In permitting the use of land or the location, erection or use of any building or structure the Municipality may impose one or more conditions subject to the limitations prescribed by the Planning Act. Where conditions are imposed, the Municipality may further require

the owner to enter an agreement with the Municipality relating to the conditions and require such agreement to be registered against the lands to which it applies.

#### **8.2.5.4 CONFORMING USES**

Some existing uses of land may not satisfy the land use designations and policies of this Plan. To prevent undue hardship, these uses may be zoned as conforming uses in the Zoning By-law provided:

- a) The use does not constitute a danger, nuisance, or a blight with respect to neighbouring uses by virtue of its characteristics or the traffic which it generates;
- b) Any extension or enlargement of the use shall not be permitted if such extension or enlargement would be detrimental to neighbouring uses;
- c) Any change of use is compatible with the quality and character of neighbouring uses;
- d) Where a building or structure associated with any such use is located on lands subject to natural hazards, any reconstruction, extension or enlargement of the building or structure shall comply with the relevant policies of this Plan.

#### **8.2.5.5 NON-CONFORMING USES**

Existing uses of land which do not satisfy the requirements of Section 8.2.5.4 shall not be recognized as conforming uses in the Zoning By-law. While it is the intent of this Plan that such uses cease to exist in the long run, it may be desirable to permit their extension or enlargement or their conversion to a new use. In these circumstances, permission to extend or enlarge these non-conforming uses shall be considered by the Committee of Adjustment or Council in accordance with the provisions of the Planning Act based on the following considerations:

- a) There is a compelling reason to warrant an extension or enlargement of the use;
- b) The change in use is similar to the existing non-conforming use or is more compatible with neighbouring uses than the existing non-conforming use;
- c) The proposed extension or enlargement shall not unduly aggravate the situation created by the existence of the use particularly in regard to neighbouring uses, the policies of this Plan and the regulations of the Zoning By-law;
- d) The proposed extension or enlargement is in appropriate proportion to the size of the non-conforming use as it existed on the date of passing of the Zoning By-law;

- e) The characteristics of the non-conforming use and the proposed extension or enlargement with regard to noise, vibration, fumes, smoke, dust, odour, lighting or traffic generation shall not add significantly to the incompatibility of the use with the surrounding area;
- f) Neighbouring uses shall be protected, where deemed necessary, by landscaping; buffering or screening; appropriate setbacks for buildings and structures; devices and measures to reduce nuisances; and by regulations for alleviating adverse impacts caused by outside storage, lighting, signs and other similar devices. Such provisions and regulations shall be applied as conditions to the proposed extension or enlargement and may also be extended to the established use in order to improve its compatibility with the surrounding area;
- g) Traffic and parking conditions in the vicinity shall not be adversely affected. Traffic hazards shall be kept to a minimum by the appropriate design of ingress and egress points to and from the site. Improvement of sight conditions especially in proximity to traffic intersections may be required;
- h) Adequate provisions shall be made for parking and loading facilities where deemed necessary or desirable;

- i) Existing or proposed services and utilities shall be adequate or be made adequate.

#### **8.2.5.6 UNDEVELOPED LANDS**

Where the specific nature of development has not been ascertained for vacant lands designated for development, the lands may be restricted to their existing use and placed in a future development type zone in the Zoning By-law until such time as conditions and circumstances are appropriate for development to take place.

#### **8.2.5.7 USE OF THE HOLDING (H) SYMBOL**

Where the specific nature of development has been ascertained for vacant lands designated for development but the requirements of this Plan have yet to be satisfied, the lands may be zoned for the intended use in conjunction with the holding symbol ('H'). The 'H' symbol shall generally be used to prevent or limit the use of land in order to achieve orderly, phased development and to ensure that the servicing and other requirements of this Plan have been met. Removal of the 'H' symbol shall not take place until the following conditions have been satisfied:

- a) a specific plan has been submitted to and approved by the Municipality;
- b) the relevant policies of this Plan are satisfied with respect to the use or development being proposed;

- c) services and utilities have been demonstrated to have sufficient capacity and are available to service the proposed development;
- d) a plan of subdivision, where appropriate, has been submitted and has received final plan approval;
- e) a satisfactory agreement, where deemed necessary, has been entered into with the Municipality.
- u) In the interim and until such time as the 'H' symbol is removed, the Zoning By-law may permit uses, buildings and structures and those uses which are compatible with neighbouring uses, which would not compromise the ultimate and desirable development of the lands and which are in conformity with this Plan. The Zoning By-law may also prescribe regulations allowing enlargement of existing buildings and the erection or extension of accessory buildings and structures.

#### 8.2.5.8 MINOR VARIANCES

Applications for minor variances to the Zoning By-law shall be evaluated by the Committee of Adjustment in accordance with the following:

- a) whether the variance is minor;
- b) whether the general intent and purpose of this Plan and the County Plan is maintained;

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- c) whether the general intent and purpose of the Zoning By-law are maintained;
- d) whether the variance is desirable for the appropriate use and development of the lands and neighbouring lands;
- e) whether compliance with the Zoning By-law would be unreasonable, undesirable or would impose undue hardship;
- f) whether the variance would result in a substantial detriment, hazard or nuisance that would detract from enjoyment, character or use of neighbouring lands.
- g) In granting applications for minor variances, conditions may be imposed where the Committee deems it advisable to ensure the intent of the above-noted criteria are satisfied or will be satisfied.

#### 8.2.5.9 ADDITIONAL INFORMATION REQUIRED

~~Where a person or public body requests an amendment to the Zoning By-law, the Municipality may require additional information that it considers it may need to make a decision on the request over and above what is required by the Planning Act and its accompanying regulations.~~

**GENERAL 8-10**

## **8.2.6 TEMPORARY USE BY-LAWS**

### **8.2.6.1 USE AND SCOPE**

The temporary use of land, buildings and structures may be authorized by the Municipality through a temporary use by-law adopted in accordance with the Planning Act. Such uses may be permitted in all land use designations with the exception of lands designated as 'Natural Heritage Features' without an amendment to this Plan. The temporary use by-law shall describe the area affected and specify the duration for which the use permitted by the by-law will be allowed.

### **8.2.6.2 CRITERIA**

In consideration of a by-law to permit the temporary use of land, the Municipality shall have regard to the following:

- a) proposed buildings and structures and changes to the lands affected;
- b) existence of adequate and approved services where required;
- c) satisfactory and approved vehicular access to a public road of reasonable construction and maintenance to permit year round access;
- d) compatibility with adjacent and surrounding uses;

- e) effect on possible and probable future uses in the immediate area;
- f) land use and development sensitivity areas as set out in this Plan;
- g) satisfactory assurances that the land will be returned to its previous state and all buildings and structures removed (where deemed appropriate) upon the lapsing of the period stipulated in the by-law or upon the lapsing of any extension period that may be granted.

## **8.2.7 INTERIM CONTROL BY-LAWS**

Where the Municipality has directed that a review or study be undertaken in respect of the land use planning policies for any area in the Municipality, the Municipality may adopt an interim control by-law to prevent the potentially inappropriate development or use of land pursuant to the Planning Act. The by-law shall specify a time period (not to exceed one year) for prohibiting the use of land, buildings or structures for, or except for, such purposes as are set out in the by-law.

## **8.2.8 DELEGATION OF MINOR ZONING BY-LAW AMENDMENTS**

Council may, by by-law, delegate its authority to pass by-laws under Section 34 of the Planning Act that are of a minor nature to a

committee of Council or to an individual who is an officer, employee or agent of the Municipality.

The following are considered by-laws under Section 34 of the Planning Act that are of a minor nature:

1) A by-law to remove a holding symbol;

2) A by-law to authorize the temporary use of land, buildigns, or structures;

3) An amending by-law under Subsection 34(10) of the Planning Act to permit the extension or enlargement of any land, building or structure that lawfully existed on the day that the Zoning By-law was passed, provided that such land, building or structure continues to be used in the same manner and for the same purpose; and

4) A by-law to which Section 43 of the Planning Act applies.

## **8.2.9 SITE PLAN CONTROL**

### **8.2.9.1 SCOPE**

To ensure a high standard of development and to provide appropriate protection to adjacent uses, the entire Municipality shall be deemed to be a site plan control area. Within this area, development as defined by the Planning Act shall be subject to site plan control, with the exception of low-density residential uses and

most agricultural uses. A site plan control by-law shall be adopted by the Municipality which specifies the lands and type of development for which site plan approval shall be required. The Municipality shall, as a condition of site plan approval, require the design of facilities having regard for accessibility for persons with disabilities in accordance with the Planning Act.

### **8.2.9.2 SITE PLAN**

Where site plan control applies, a site plan shall be submitted, satisfactory to the Municipality, describing the proposed development and showing the location of all buildings and structures, ingress and egress, parking areas and loading areas, landscaping, grading and drainage, external lighting, access for persons with physical disabilities, and buffering and other measures to protect adjacent lands. The location of any required water well and private sanitary waste disposal system shall also be shown on the site plan.

### **8.2.9.3 BUILDING DRAWINGS**

The submission of drawings showing plan, elevation and cross-section views for new buildings, including residential buildings containing more than three dwelling units shall be required in areas which are subject to site plan control.

#### **8.2.9.4 EXTERNAL DESIGN**

Drawings showing plan, elevation and cross-section views sufficient in detail to illustrate the external design (i.e. character, scale, appearance, features and similar features) of a proposed building or building addition shall be submitted for non-residential buildings and for residential buildings containing more than three dwelling units in areas specifically designated for such purposes by this Plan.

#### **8.2.9.5 STREETSCAPE ELEMENTS**

On any adjoining street or highway, plans may also be required showing plantings, paving materials, sidewalks, street furniture, curb ramps and similar elements adjacent to the development.

#### **8.2.9.6 LAND DEDICATIONS FOR ROAD WIDENING**

As a condition of site plan approval, the owner may be required to dedicate lands to the County of Middlesex or the Municipality of Southwest Middlesex, as the case may be, for road widening purposes in accordance with Table 1 of this Plan.

#### **8.2.9.7 SITE PLAN AGREEMENT**

A site plan agreement pursuant to the Planning Act shall be required in most instances. Where development is proposed adjacent to a County Road, the Municipality shall request the comments of the County of Middlesex prior to execution of the site plan agreement.

#### **8.2.9.8 SITE PLAN GUIDELINES**

The Municipality may prepare and adopt guidelines to assist proponents in obtaining site plan approval.

#### **8.2.10 PROPERTY MAINTENANCE AND OCCUPANCY STANDARDS**

The Municipality may prepare and adopt by-laws to ensure minimum standards of property maintenance and occupancy to protect public health, safety and welfare; to eliminate or avoid unsightly appearances and unsafe conditions with respect to buildings and lands and to protect neighbouring properties and businesses. These by-laws may take the form of property maintenance and occupancy standards adopted under the Building Code Act or the clearing and cleaning of land (sometimes referred to as 'untidy yard' by-laws) adopted under the Municipal Act.

#### **8.2.11 DEVELOPMENT CHARGES BY-LAW**

As a contribution towards the growth-related capital costs incurred or likely to be incurred by the Municipality as a result of new development taking place, the Municipality may levy a development charge against such development. The amount of the levy, the type of development it applies to, the method of calculation and the scheduling of payments shall be prescribed by by-law adopted in accordance with the Development Charges Act.



### 8.2.12 PUBLIC CONSULTATION

While the Municipality shall at all times comply with the minimum requirements of the Planning Act for informing the public of matters requiring approval under the Act, the Municipality may take additional measures to increase public awareness, to inform the public of emerging planning issues, to facilitate access to planning-related information and to convene non-statutory public meetings/forums when considerable public interest or concern is apparent.

### 8.2.13 PRE-CONSULTATION

Prior to filing applications for an Official Plan and/or Zoning By-law amendment, plan of subdivision or condominium, consent, minor variance or permission, or site plan control, the proponent shall arrange a pre-consultation meeting with the Municipality to review the application and identify any additional information required. The Municipality may pass a by-law requiring applicants to consult with the Municipality in accordance with the Planning Act. Other agencies, such as the Conservation Authority, may participate in the pre-consultation process, where appropriate.

### 8.2.14 COMPLETE APPLICATIONS

Municipal Council and its delegated approval authorities may require may require that a person or public body who applies for

amendments to the Official Plan, amendments to the Zoning By-law, site plan approval, plans of subdivision (including condominiums), and consents, provide any “other information or material” that Municipal Council or the approval authority considers it may need to appropriately evaluate the application. The following list of reports and studies is provided to assist in identifying typical requirements that may be necessary to support a planning application, which may include but is not limited to:

- Archaeological Assessment
- Conceptual Stormwater Management Plan
- Heritage Impact Assessment
- Development Assessment Report (DAR)
- Geotechnical Report
- Hydrogeological Report
- Land Use Compatibility
- Landscape Plan
- Market Impact Assessment
- Natural Hazards Analysis
- Noise Study
- Odours, Dust, and Nuisance Impacts
- Planning Justification Report
- Record of Site Condition (RSC)
- Servicing Report
- Stormwater Management Report/Study

- Topographic Survey
- Traffic Impact Study
- Tree Survey and Preservation Plan
- Urban Design Brief
- Vibration Analysis

Notwithstanding the identified studies listed above, Municipal Council and its delegated approval authorities may require additional reports and studies during the planning process it considers appropriate and necessary to evaluate a planning application.

All reports and studies shall be prepared by qualified professionals to the satisfaction of the Municipality and, where appropriate, in consultation with relevant agencies.

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## APPENDIX A – GLOSSARY OF TERMS

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- Class Environmental Assessment: A Class Environmental Assessment (EA) is a type of study conducted in accordance with the Environmental Assessment Act for public projects that are carried out routinely and that typically have predictable and mitigatable environmental effects such as highway construction, sewage works, extension of major watermains and sanitary sewage mains. Class EA's characteristically include a comprehensive evaluation of potential impacts on the natural and social environment which includes impacts to plants, animals and soils as well as traffic, residents, and businesses. The Class EA process requires public notification and opportunities for public involvement.
- Development Assessment Report: Under the County of Middlesex Official Plan a Development Assessment Report (DAR) is required where a proposed development is within, or on lands adjacent to, a natural heritage features. DAR's normally include a description of the proposed development, a description of the surrounding natural features, identification of potential impacts, identification and recommendation of mitigation measures, and demonstration of the consistency of the proposed development with the Provincial Policy Statement (PPS).

- Easement: An easement is a right granted to a person to use the land owned by another person for a specific limited purpose. Common examples of easements include utility lines and means of access to and from properties. Easements designed to be in effect for a period greater than 21 years require approval by the Municipality under the provisions of the Planning Act.

- Granny Flat: A granny flat is generally a small dwelling, usually designed to be portable, situated on a lot as a secondary residence for the parents of the owners/occupants of the main dwelling on the lot. Under the Planning Act in Ontario, they are officially known as "garden suites" and are defined as a one unit detached residential structure containing bathroom and kitchen facilities that is ancillary to an existing residential structure and that is designed to be portable. A municipality may permit a "garden suite" by by-law for a period not exceeding ~~10~~ 20 years under the Act.

- Infilling: Infilling refers to a form of development which make use of underutilized, vacant, or undeveloped lands that are surrounded or partially surrounded by existing development.

- Land Use Compatibility: Land use compatibility refers to the capability of a neighbouring land uses to be established and maintained on a long-term basis without negatively impacting each other. Measures such as zoning, site plan control and minimum distance separation (MDS) requirements are utilized to ensure land

use compatibility by requiring adequate separation and/or buffering features between potentially conflicting uses.

- Lifestyle Communities: Lifestyle communities refer to planned and contained residential developments that provide a range of amenities and services consistent with the needs and desires of the residents which have similarities with respect to age, income, household size and occupation.

- Minor Variance: A minor variance is a type of planning approval that alters or varies the permitted uses or standards applying to a parcel of land by the zoning by-law. Minor variances are normally granted when it has been demonstrated that all other requirements of the zoning by-law can be satisfied and that the need for the variance is created by circumstances peculiar to the respective land, buildings, structures or use. Under the Planning Act, for a minor variance to be granted, it must be minor, it must be desirable for the appropriate use of the land, building or structure and it must maintain the general intent and purpose of the official plan and zoning by-law. Minor is not measured in arithmetic terms but in the context of the situation at hand.

- Rail Facilities: means rail corridors, rail sidings, train stations, inter-modal facilities, rail yards and associated uses, including designated lands for future rail facilities.

- Sensitive Land Uses: means buildings, amenity areas, or outdoor spaces where routine or normal activities occurring at reasonably expected times would experience one or more adverse effects from contaminant discharges generated by a nearby major facility. Sensitive land uses may be a part of the natural or built environment. Examples may include, but are not limited to: residences, day care centres, and educational and health facilities.



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**DECISION**  
**With respect to an Official Plan Amendment**  
**Subsection 17(34) of the Planning Act**

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Amendment No. 3 to the Official Plan for the Municipality of Southwest Middlesex adopted by By-law 084 of 2022 is hereby approved, subject to the following modifications, with additions in **bold** and deletions in ~~strike through~~.

1. Part 2, Schedule 1 to By-law No. 084 of 2022 policy 1.1 is modified by including **“The Municipality acknowledges the Treaties of Longwoods, London Township, and Mckee”** following the last sentence.
2. Part 2, Schedule 1 to By-law No. 084 of 2022 policy 1.4 BASIS is modified as follows:
  - a) By adding the following after the first paragraph **“Where reference is made to Provincial legislation, policy statements, or guideline documents; it shall be read 'as amended or updated' in each case. Where a Provincial ministry name changes, such changes may also occur to the Official Plan without an amendment to the Official Plan.”**; and
  - b) By adding the following after the second paragraph **“All grammatical or typographical errors that do not change the intent of the Official Plan shall be incorporated, without an Amendment to the Official Plan.”**
3. Part 2, Schedule 1 to By-law No. 084 of 2022 policy 1.10 MATTERS OF PROVINCIAL INTEREST is modified by including **“The Municipality recognizes the importance of consulting with Indigenous communities on planning matters that may affect their section 35 Aboriginal or treaty rights.”** following subsection f).
4. Part 2, Schedule 1 to By-law No. 084 of 2022 policy 2.2.1 GOALS AND OBJECTIVES is modified by adding the following to the list:

**“e) To recognize that all land within the Municipality, save and except Settlement Areas, is a Prime Agricultural Area as defined by the Provincial Policy Statement and to also recognize that certain lands have been designated or zoned for non-agricultural use outside of Settlement areas while still remaining within the Prime Agricultural Area.”**

5. Part 2, Schedule 1 to By-law No. 084 of 2022 policy 2.5.9 TEMPORARY GARDEN SUITES is modified by deleting the section in its entirety and replacing it with the following:

**“Garden suites and tiny homes are single-unit detached residential structures containing bathroom and kitchen facilities, designed to be portable and are accessory to an existing residential structure. Garden suites and tiny homes are not considered Additional Residential Units and may be permitted through a temporary use by-law. The following policies shall apply to garden suites:**

**a) A single garden suite or tiny home shall be permitted on a lot in conjunction with a permitted single detached dwelling provided there is no existing additional residential unit within a detached building on the same lot.**

**b) A garden suite or tiny home shall only be permitted through the passing of a temporary use by-law under Section 39 of the Planning Act. The use shall not exceed twenty (20) years from the date of passing the by-law. Extensions to the temporary use by-law may be granted for periods of up to three years at a time.**

**c) Garden suites or tiny homes shall only be permitted where there is adequate water and sewage capacity on the lot to service the suite.**

**d) Garden suites or tiny homes shall comply with standards, as set out in the Zoning By-law.**

**e) As per the Planning Act provisions for garden suites or tiny homes, Council may require the owner of the suite or any other person to enter into an agreement with the municipality dealing with such matters related to the temporary use of the garden suite or tiny home as the Council considers necessary or advisable, including:**

- The installation, maintenance and removal of the garden suite or tiny home;**
- The period of occupancy of the garden suite or tiny home by any of the persons named in the agreement; and**
- The monetary or other form of security that the Council may require for actual or potential costs to the municipality related to the garden suite or tiny home.”**

6. Part 2, Schedule 1 to By-law No. 084 of 2022 policy 2.5.11 ADDITIONAL RESIDENTIAL UNITS is deleted in its entirety and replaced with the following:

**“2.5.11.**

**1) In accordance with the Planning Act, R.S.O. 1990, a maximum of two (2) Additional Residential Units are permitted on parcels of urban residential land in all designations where single detached, semi-detached, and townhouse dwellings are permitted and where full Municipal sewage works**

and drinking water systems are provided. One (1) ARU may be permitted within a detached accessory building or structure and up to two (2) ARUs may be permitted within the principle dwelling provided that the total number of ARUs on the parcel does not exceed two. Additional Residential Units within a detached accessory building or structure shall not be permitted to be severed from the principal dwelling.

The Municipality's Comprehensive Zoning By-law shall include provisions to address the following matters:

- The provision of adequate access, including emergency access;
- That the additional residential unit(s) be clearly subordinate in scale and function to the primary unit; and,
- That they shall not be permitted within hazard lands as defined and regulated by conservation authorities.

Tiny homes, garden suites, granny flats, and mobile homes are considered temporary uses and shall be evaluated as such.

2) Where full municipal services are not available, Additional Residential Units are permitted in all designations where single detached, semidetached, and rowhouse dwelling units are permitted. Additional Residential Units are permitted within the principal dwelling and a detached building or structure accessory to the principal dwelling. Additional Residential Units within a detached accessory building or structure shall not be permitted to be severed from the principal dwelling lot. The following shall apply to Additional Residential units:

- a) One (1) ARU may be permitted within a detached accessory building or structure and up to two (2) ARUs may be permitted within the principle dwelling provided that the total number of ARUs on the parcel does not exceed two. A garden suite shall not be permitted where an existing Additional Dwelling Unit is located within a detached building or structure.
- b) Demonstration of adequate sewer and water servicing capacity;
- c) Demonstration that the Additional Residential Unit is not located within the natural heritage system, floodplain areas, or other hazardous lands.
- d) Demonstration that the proposed location of the Additional Residential Unit complies with the Minimum Distance Separation formulae, where applicable.
- e) Demonstration that the Additional Residential Unit has a floor area of 49% or less of the primary residential unit. Further limitations on the maximum permissible size of an additional residential unit may be identified in the Municipality's Zoning By-law.
- f) Demonstration that the Additional Residential Unit is in full compliance

with the Ontario Building Code and fire code.

**g) The Zoning By-law shall establish provisions for the accommodation of Additional Residential Units, including requirements for detached Additional Residential Units.**

**h) For Additional Residential Units in a detached accessory building or structure in Agricultural Areas, buildings shall be clustered to minimize the impact on agricultural land and co-locate services, where possible.”**

7. Part 2, Schedule 1 to By-law No. 084 of 2022 policy 2.7.4 WETLANDS is modified as follows:

a) By deleting the word ~~generally~~ as it occurs after the words “adjacent lands” and replacing it with **“within”**; and

b) By adding the following after the first sentence:

**“Where development is proposed within 30 metres of locally significant wetlands a hydrogeological assessment shall be completed to the satisfaction of the conservation authority.”**

8. Part 2, Schedule 1 to By-law No. 084 of 2022 policy 2.7.5 SIGNIFICANT HABITAT OF ENDANGERED AND THREATENED SPECIES is modified by deleting the words ~~“generally considered to be lands”~~

9. Part 2, Schedule 1 to By-law No. 084 of 2022 policy 2.7.6 ANSI’S, VALLEYLANDS, WOODLANDS AND WILDLIFE HABITAT is modified by deleting the words ~~“generally considered to be lands”~~

10. Part 2, Schedule 1 to By-law No. 084 of 2022 policy 2.7.7 FISH HABITAT is modified by deleting the words ~~“generally considered to be lands”~~

11. Part 2, Schedule 1 to By-law No. 084 of 2022 policy 2.8.2 WATER QUALITY AND QUANTITY is modified by adding the following to the list after d):

**e) Ensure that land use planning contributes to the protection, maintenance and enhancement of water and relate resources and aquatic systems on an integrated watershed management basis.**

**f) Ensure that development meets provincial water quality objectives.**

**g) Ensure levels of wastewater treatment that are appropriate for the size, location and scale of development anticipated.**

**h) Protect wetlands and areas that make significant contributions to groundwater recharge.**

**i) Ensure the base flow needed to protect streams, fisheries and wetlands are maintained.**

**j) Implement necessary restrictions on development and site alteration to protect municipal drinking water supplies, vulnerable areas, and sensitive**



surface and groundwater features.

**k) Improve or restore sensitive surface and groundwater features through restrictions on development and site alteration and low impact development approaches, where necessary.**

12. Part 2, Schedule 1 to By-law No. 084 of 2022 policy 2.8.3 WATER CONSERVATION is modified by adding the following after the first sentence:

**The Municipality will ensure that land use decisions will advance water conservation efforts and support the efficient use of water resources and promote the sustainable use of water resources that maintain and enhance water quantity and quality through the retention of vegetation or through re-naturalization. Agricultural practices that protect water resources will be promoted.**

13. Part 2, Schedule 1 to By-law No. 084 of 2022 policy 2.8.4 DRINKING SOURCE WATER PROTECTION is modified as follows:

**“The Municipality shall actively participate in the preparation and implementation of the approved source water protection plan in accordance with the Clean Water Act and led by the conservation authority(ies) designated for these purposes.”**

14. Part 2, Schedule 1 to By-law No. 084 of 2022 policy 2.8.5 STORMWATER MANAGEMENT is modified by adding the words **“watercourses, drainage ditches and ravines”** to the last sentence, before the words “shall not be used”.

15. Part 2, Schedule 1 to By-law No. 084 of 2022 policy 2.11.1 GOALS AND OBJECTIVES is modified as follows:

**“d) to ~~encourage~~ **engage** and ~~partnering~~ with Indigenous communities to consider their interests when identifying, protecting, and managing cultural heritage resources and archaeological resources.**

16. Part 2, Schedule 1 to By-law No. 084 of 2022 policy 2.11.10 ARCHAEOLOGICAL REMAINS is modified by adding the following sentence after the first paragraph:

**“The appropriate Indigenous Community shall be provided notification by the consultant archaeologist in regard to the identification of burial sites and significant archaeological resources. This shall include the opportunity for the Indigenous Community to assist in the review of archaeological assessments.”**

17. Part 2, Schedule 1 to By-law No. 084 of 2022 policy 3.4.1.2 PRIMARY USES is modified by adding the words **“the majority”** after the words “Main Street”.

18. Part 2, Schedule 1 to By-law No. 084 of 2022 policy 3.4.5.2 PARKLAND DEDICATION is modified as follows:

- a. By deleting the word **“300”** as it occurs before the words “dwelling units” and replacing it with **“600”**; and

- b. By deleting the word “~~500~~” as it occurs before the words “dwelling units” and replacing it with “**1000**”.
19. Part 2, Schedule 1 to By-law No. 084 of 2022 policy 4.4.1.1 PRIMARY USES is modified by deleting the words “~~additional residential units~~” as they occur before the words “converted dwellings”.
20. Part 2, Schedule 1 to By-law No. 084 of 2022 policy 4.4.3.3 PARKLAND DEDICATION is modified as follows:
- a. By deleting the word “~~300~~” as it occurs before the words “dwelling units” and replacing it with “**600**”; and
- b. By deleting the word “~~500~~” as it occurs before the words “dwelling units” and replacing it with “**1000**”.
21. Part 2, Schedule 1 to By-law No. 084 of 2022 policy 5.4.1.1 is modified by deleting the number “**11**” and replacing it with the number “**12**” and renumbering all sections as necessary.
22. Part 2, Schedule 1 to By-law No. 084 of 2022 policy 5.4.1.6 MINIMUM DISTANCE SEPARATION is modified as follows:
- a.) By deleting subsection b) in its entirety and replacing it with “**b) MDS II is not applied where all or part of a livestock facility is destroyed by catastrophe unless the odour potential, nutrient units, or manure storage factors are increased**”; and
- b.) By adding a new subsection c) “**c) For the purposes of MDS II, cemeteries that are closed or receive low levels of visitation in the opinion of the Municipality will be considered a Type A land use as per the Minimum Distance Separation Formulae.**”
23. Part 2, Schedule 1 to By-law No. 084 of 2022 policy 5.4.1.12 is modified by deleting the word “~~migrant~~” and replacing it with “**temporary**”.
24. Part 2, Schedule 1 to By-law No. 084 of 2022 policy 5.4.1.13 is modified by deleting the number “**4**” and replacing it with the number “**10**”.
25. Part 2, Schedule 1 to By-law No. 084 of 2022 policy 8.2.4.6 is modified by deleting the title “~~Cancelling a Consent Application~~” and replacing it with “**Cancellation of a Certificate of Consent**”.
26. Part 2, Schedule 1 to By-law No. 084 of 2022 policy 8.2.14 COMPLETE APPLICATIONS is modified as follows:
- a.) Deleting the bulleted list under the first paragraph and replacing it with the following:
- “**Affordable Housing Report / Rental Conversion Assessment;**
  - **Aggregate / Mineral Resource Analysis;**
  - **Agricultural Impact Assessment;**
  - **Air Quality Study;**

- Archaeological Assessment;
- Construction Management Plan;
- Cut and Fill Analysis;
- Dust Impact Analysis;
- Development Assessment Report / Environmental Impact Assessment;
- Environmental Site Assessment and/or Record of Site Condition;
- Floodline Delineation Study / Hydraulics Study;
- Heritage Impact Assessment (For built Heritage Resources and / or Cultural Heritage Landscapes);
- Hydrogeological Assessment;
- Landfill Impact Study;
- Land Use Compatibility Study;
- Lighting Plan;
- Minimum Distance Separation Analysis;
- Natural Heritage Study;
- Noise Impact Study;
- Odour Impact Assessment;
- Parking Analysis;
- Pedestrian Route and Sidewalk Analysis;
- Planning Justification Report;
- Preliminary Grading Plan;
- Preliminary Stormwater Management Report / Plan and / or update to an existing Stormwater Management Report / Plan;
- Market Impact Assessment;
- School Accommodation Issues Assessment;
- Servicing Options Report;
- Slope Stability Study and Report;
- Soils / Geotechnical Study;
- Staging of Development Plan;
- Traffic Calming Options Report;
- Traffic Impact Study;
- Tree Retention Plan;
- Urban Design Report/Brief;
- Vibration Study”

b.) The following is added to the second paragraph after the first sentence:

**“The municipality may require that a peer review be completed at the applicant’s expense for any report or study submitted in support of a planning application.”**

c.) The following is added after the second paragraph:

**“In addition to the foregoing, the following shall apply to applications for site plan approval:**

**a)The municipality may require that a peer review be completed as part of a**

**complete application; and**

**b)Where other planning approvals are required to facilitate a development, site plan applications shall not be deemed complete until such time that any other necessary planning approvals are in force and effect.”**

As thus modified, this Official Plan Amendment is hereby approved pursuant to Section 17(34) of the Planning Act.

Dated at London, Ontario, this \_\_\_\_ day of \_\_\_\_\_, 2023.

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Durk Vanderwerff  
Director of Planning and Development  
County of Middlesex



**REPORT TO:** Mayor and Members of Council  
**DATE:** October 12<sup>th</sup>, 2022  
**FROM:** Stephanie Poirier, Planner  
**SUBJECT:** Southwest Middlesex Official Plan  
Amendment OPA 3

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## **RECOMMENDATION**

**THAT** Council confirm its regard for all submissions received through the public and agency consultation process;

**AND THAT** the Southwest Middlesex Official Plan Amendment OPA 3 be **ADOPTED** and forwarded to the County of Middlesex for County Council's consideration.

### **Reasons**

Regard for Section 2 of the Planning Act would be maintained;

Consistency with the Provincial Policy Statement would be maintained; and

Conformity with the County of Middlesex Official Plan would be maintained.

## **BACKGROUND:**

Monteith Brown Planning Consulting was retained by the County of Middlesex to complete a five year update to the Southwest Middlesex Official Plan. The scope of the work focussed on text updates, in order to reflect provincial planning legislation changes, and ensure consistency with the Provincial Policy Statement, and conformity with the County of Middlesex Official Plan. The following documents were reviewed as part of the policy review process:

- [Planning Act](#) (Government of Ontario)
- [Provincial Policy Statement](#) (Government of Ontario)
- [Guidelines on Permitted Uses in Ontario's Prime Agricultural Areas](#) (Government of Ontario)
- [Minimum Distance Separation \(MDS\) Formulae and Guidelines](#) (Government of Ontario)
- [County Official Plan](#) (County of Middlesex)
- [Middlesex Natural Heritage Systems Study](#) (County of Middlesex)
- [Middlesex County Cycling Strategy](#) (County of Middlesex)
- [Southwest Middlesex Design Standards](#)

- [Southwest Middlesex Water & Waste Water Servicing/Modelling Study](#)
- [Southwest Middlesex Parks and Recreation Master Plan](#)
- [Southwest Middlesex Strategic Plan](#)
- [Southwest Middlesex Community Improvement Plan](#)

A summary of background information and proposed policy area changes can be found within the Discussion Paper completed by Monteith Brown, as well as presentation slides, all included as attachments to this report.

#### **PROCESS AND TIMELINE:**

The following information outlines the project process, phase description, and timeline:

##### **Phase 1: Project Launch- April 27<sup>th</sup> 2022**

Monteith Brown provided a presentation to Council, outlining the project scope, general process, and proposed timeline. See April 27<sup>th</sup> presentation slides attached.

##### **Phase 2: Special Meeting of Council, June 22<sup>nd</sup> 2022**

Monteith Brown presented a Discussion Paper and proposed policy changes to Council and the public for input. See June 22<sup>nd</sup> Discussion Paper and presentation slides attached.

##### **Phase 3: Council Workshop, July 27<sup>th</sup> 2022**

Monteith Brown held a Council Workshop to further discuss comments received through the special meeting of Council. See July 27<sup>th</sup> presentation slides attached.

##### **Phase 4: Statutory Public Meeting, August 24<sup>th</sup> 2022**

Monteith Brown submitted a redline draft of proposed changes to the Southwest Middlesex Official Plan, based on background research, and comments from the public, agencies, and Council members received through the special meeting of council. This meeting was an opportunity for Council, the public and agencies to provide further feedback for consideration prior to Monteith Brown completing a finalized by-law for consideration.

##### **Phase 5: Adoption of Official Plan Amendment by Southwest Middlesex Council, TBD**

Monteith Brown has submitted a by-law that proposes adoption of the official plan amendment for Council's consideration on the October 12<sup>th</sup> Council meeting.

##### **Phase 6: Approval by Middlesex County Council, TBD**

Subsequent to adoption by Southwest Middlesex Council, the official plan amendment will be forwarded to County Council for their decision as the approval authority.

#### **PUBLIC AND AGENCY ENGAGEMENT:**

Notice of the Official Plan Update was circulated in accordance to the requirements of the Planning Act for both the special meeting of Council held on June 22<sup>nd</sup>, and the statutory public meeting held on August 24<sup>th</sup>. Additionally, information on upcoming public meetings was advertised through social media, and available on the Southwest Middlesex website. Through the public engagement process the Municipality received comments from the following agencies:

- St. Clair Region Conservation Authority
- Lower Thames Valley Conservation Authority
- Strik, Baldinelli, Moniz (SBM)
- CN Rail
- Hydro One
- County of Middlesex

Additionally, one comment from the public was received which spoke to the need for the protection of commercial spaces and the need for additional recreational space in Wardsville.

The public and agency comments have been included as attachments to this report. Monteith Brown Consulting, in consultation with Southwest Middlesex staff have provided a revised by-law which has regard for public, agency, and Council comments received through the consultation process.

No oral submissions were received at the June 22<sup>nd</sup> special meeting of Council or the August 24<sup>th</sup> statutory public meeting from members of the public or agencies.

#### **ANALYSIS:**

Staff are of the opinion that the proposed policy changes will be in conformity with the Planning Act, have regard for matters of provincial interest, be consistent with the Provincial Policy Statement, and be in conformity with the County of Middlesex Official Plan. Additionally, the proposed policy changes will reflect the current social, cultural, economic, and natural environment of Southwest Middlesex.

#### **RELATIONSHIP TO STRATEGIC PLAN:**

☒ PROSPERITY – Economic Vitality: focuses on our ability to plan for, market and develop our assets for continuing economic growth

☒ COMMUNITY – Healthy Communities: focuses on livability, safety, health, and social well-being for SWM residents

☒ SUSTAINABILITY – Sustainable Communities: focuses on the need to protect and sustain the natural environment, including water quality and protection of prime agricultural land, and focuses on our financial sustainability, including our ability to develop and maintain levels of service and our infrastructure

☒ EXCELLENCE – Good Government: focuses on open, accountable, and transparent government, and reliability of municipal programs and services

**ATTACHMENT(S):**

- Project Launch Presentation Slides-April 27<sup>th</sup> 2022
- Special Meeting of Council Newspaper Notice-June 22<sup>nd</sup> 2022
- Discussion Paper-June 22<sup>nd</sup> 2022
- Recommended Policy Changes-June 22<sup>nd</sup> 2022
- Special Meeting of Council Presentation Slides-June 22<sup>nd</sup> 2022
- Council Workshop Presentation Slides-July 27<sup>th</sup> 2022
- Statutory Public Meeting Notice-August 24<sup>th</sup> 2022
- Summary of Comments



# Official Plan Review

**Project Launch – April 27<sup>th</sup>, 2022**

**Municipality of Southwest Middlesex**

**Virtual Public Meeting**

# Housekeeping



- Please mute your microphone unless you are speaking



- Please type your comments in the Q&A box



- Please raise your hand if you would like to speak

# Purpose of the Meeting

- To introduce the Official Plan Review process and begin engaging the public and Council.
- To inform the community about the potential areas where land use planning policies are being reviewed.
- To answer questions about the process, next steps and what this means to you.

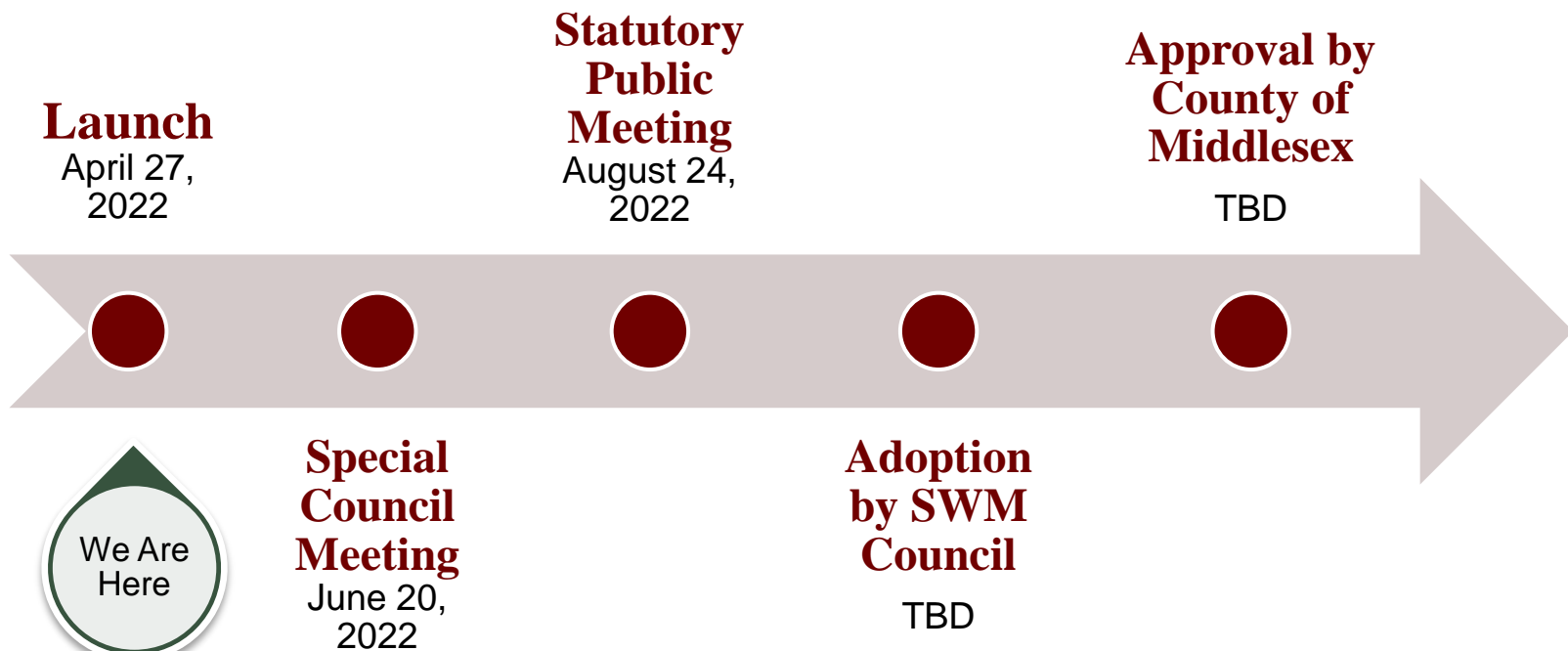
# What is an Official Plan?

- A document containing goals, objectives and policies to guide land use, development, and growth in a municipality.
- The plan includes policies that are related to urban and settlement areas, agriculture, infrastructure, recreation, and built and natural heritage features.

# Why Update the Official Plan

- The current Official Plan was adopted on December 19, 2007.
- The *Planning Act* requires a Municipality to undertake a review every 5 years.
- The Official Plan must conform to the *Planning Act*, Provincial Policy Statement (2020), and the County of Middlesex Official Plan.

# Process



# General Policy Updates

# Settlement Area Policies

- Address changes in policy requirements for settlement area boundary expansions.
- Include policies that permit minor settlement area boundary adjustments.



# Housing

- Affordable Housing
- Additional Dwelling Units (ADUs) – permit ADUs in urban and rural areas subject to certain criteria.
- Temporary Garden Suites
- Growth projections and intensification targets

# Agriculture & Rural Areas

- Permitting agricultural, agricultural related, and on-farm diversified uses.
- Revise criteria for surplus farm dwelling severances and minor lot boundary adjustments.
- Update Minimum Distance Separation policies

# Employment & Industry

- Update policies to permit the conversion of employment lands outside of a comprehensive review.
- Include policies that mitigate impacts to sensitive land uses from employment and industrial lands.

# Recreation & Open Space

- Amend Official Plan policies to address changes to parkland dedication rates under the *Planning Act*.
- Introduce further criteria that ensures the suitability of parkland dedication.

# Resources

- Address changes in provincial policy regarding aggregate resource extraction.
- Include policies to further protect cultural heritage resources and reference consultation with Indigenous communities for the preservation of archaeological resources.

# Natural Heritage

- Implement policies to promote addressing climate change.
- Update policies to further protect natural heritage features.
- Address outstanding deferral to the Thompson Wetland mapping and Krista Lane development policies.

# General Policy Changes

- Revise policies to reflect changes to matters of provincial interest.
- Outline requirements for complete development application submissions.
- Amend policies to include changes to matters that can be addressed through Site Plan Control.

# Next Steps

- Special Council Meeting – present more detailed policy recommendations.
- Review comments and feedback received.
- Prepare final draft of Official Plan Amendments.
- Statutory Public Meeting and presentation of final policy changes.



# Stay Informed

- Visit the Project Website  
<https://southwestmiddlesex.ca/services/planning-services>
- Contact Information
  - Jill Bellchamber-Glazier: [cao@southwestmiddlesex.ca](mailto:cao@southwestmiddlesex.ca)
  - Stephanie Poirier: [spoirier@middlesex.ca](mailto:spoirier@middlesex.ca)
  - Jay McGuffin: [jmcguffin@mbpc.ca](mailto:jmcguffin@mbpc.ca)

Thank You for Participating

Southwest Middlesex is in the process of revising the Official Plan. This document will guide our community's growth and will help to ensure that future development will meet the needs of the community. The plan includes policies related to growth management, infrastructure, economic diversification, and natural heritage and hazards.

A public meeting is planned to gather information. There will be more public engagement sessions to follow.

## **What is an Official Plan?**

An Official Plan is a legal document containing goals, objectives and policies to guide land use, development and growth in a municipality. We review our Official Plan to ensure that it conforms with the latest provincial policies and the County of Middlesex Official Plan, and to consider recent municipal planning studies and reports.

If you are interested in taking part in the meeting:

- **Date: Wednesday, June 22, 2022**
- [Agenda](#)
- **Time: 4:00 p.m.**
- **Location: Hybrid** (ZOOM and 153 McKellar Street, Glencoe)

You must register to participate online.

The meeting is open to the public at 153 McKellar Street. You will have an opportunity to speak to the presentation, in person, at the meeting.

Send your request via email to [deputyclerk@southwestmiddlesex.ca](mailto:deputyclerk@southwestmiddlesex.ca) or [cao@southwestmiddlesex.ca](mailto:cao@southwestmiddlesex.ca)

The meeting can also be watched live on our [YouTube](#) channel.

Updates and notices about the Official Plan Review will be posted to the municipal website. If you wish to be personally notified of Council's decisions

regarding the revised Official Plan, you must make a written or email request to the municipality.

# BACKGROUND REPORT & RECOMMENDATIONS OFFICIAL PLAN FIVE-YEAR UPDATE

June 2022



Prepared for

Municipality of Southwest Middlesex  
153 McKellar Street  
Glencoe, ON N0L 1M0

Prepared by:



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# Official Plan Review – Background Report & Recommendations

Municipality of Southwest Middlesex – June 2022

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# Official Plan Review – Background Report & Recommendations

Municipality of Southwest Middlesex – June 2022

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## 1. INTRODUCTION

### 1.1 Purpose

**Monteith Brown Planning Consultants (“MBPC”)** has been retained by the County of Middlesex to undertake a Five-Year Update to the Southwest Middlesex Official Plan. The current Municipality of Southwest Middlesex Official Plan was adopted on December 19, 2007 and approved by the County of Middlesex on December 8, 2008. Since the previous Five-Year Review has taken place, only one application to amend the Official Plan was filed and approved, which is an indication that the current Official Plan has served relatively well since its approval.

Since its adoption in 2007, several significant legislative and policy changes have come into effect which impacts the Southwest Middlesex Official Plan. The purpose of this Official Plan Review is to evaluate necessary changes to the current Official Plan and provide recommendations to ensure that the Official Plan conforms to the changes made to relevant legislation and Provincial and County policies. This includes changes to the Provincial Policy Statement 2020 and the *Planning Act* through various pieces of provincial legislation, including the Smart Growth For Our Communities Act, 2015 (Bill 73), Building Better And Conserving Watersheds Act, 2017 (Bill 139), More Homes, More Choice Act, 2019 (Bill 108), More Homes for Everyone Act (Bill 109), Plan to Build Ontario Together Act, 2019 (Bill 138) and the COVID-19 Economic Recovery Act, 2020 (Bill 197).

The update of the Official Plan will add to the local vision of the Municipality of Southwest Middlesex and address changes to local priorities and accommodate changes to provincial interests. This Official Plan Review process is not intended to contemplate site-specific amendments to the Official Plan, since there has been only one amendment to the Official Plan since its approval, and the review of each individual request can lengthen the review process.

The Municipality is located in the southwest corner of Middlesex County and is situated between Highways 401 and 402 and approximately halfway between London and Chatham. The Municipality consists of primarily agricultural land with the urban communities of Glencoe and Wardsville, and hamlet areas of Appin, Melbourne, Middlemiss and Pratt Siding. The population of Southwest Middlesex in 2021 was 5,893 with approximately 2,405 households. Growth forecasts for each of the County’s lower-tier municipalities were prepared by Watson & Associates Economists that project changes in population over the 25-year planning horizon using a low growth, reference growth, and high growth scenarios. The report concluded that under all the growth scenarios, all of the County’s municipalities are projected to experience a moderate to

# Official Plan Review – Background Report & Recommendations

Municipality of Southwest Middlesex – June 2022

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strong rate of growth in housing to 2046. The number of households is anticipated to increase by between 2,790 in the low growth scenario and 3,060 in the high growth scenario from 2016 to 2046. This would result in an increase of between approximately 440 and 710 dwelling units needed to meet the anticipated increase in population.

A comprehensive review was not included within the scope of the Official Plan Review, and therefore, the assessment of residential and employment land supply within the Municipality was not included as part of this analysis. A land inventory review is anticipated to be conducted by the County. Southwest Middlesex has also undertaken a servicing review for the Municipality and additional information is to be provided throughout the Official Plan Review process.

## 2. POLICY REVIEW & RECOMMENDATIONS

This section is intended to provide a brief overview of the recommended policy revisions to the existing Municipality of Southwest Middlesex Official Plan. The list of recommendations is not intended to be exhaustive at this time. It is anticipated that the recommendations will evolve as the process nears completion and with additional input from agencies, the public, and Council. The final recommendations will form the basis of an official plan amendment.

### 2.1 Settlement Areas

#### **Settlement Area Expansion**

A municipality may only allow the expansion of a settlement area during the time of a municipal comprehensive review and only where it has been demonstrated that the proposed expansion would meet certain criteria under the Provincial Policy Statement. These criteria were amended to include policies that would require municipalities to provide justification that in prime agricultural areas, alternative locations for an expansion have been considered and there are no reasonable alternatives. The Official Plan should address the need to reference the PPS and provide wording for the inclusion of a review of alternate locations for expansion that would avoid agricultural areas and apply MDS formulae.

Notwithstanding the policies noted above, Section 1.1.3.9 of the Provincial Policy Statement provides for the ability of adjustments to the settlement boundary to be considered outside of a municipal comprehensive review. The Official Plan should include policies that implement the changes to Section 1.1.3.9 of the PPS, which would permit the expansion of settlement boundaries at the time of a comprehensive review, and adjustments to settlement area

# Official Plan Review – Background Report & Recommendations

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boundaries outside a comprehensive review subject to sufficient planning justification being provided as permitted under the PPS 2020.

As previously noted in this report, a comprehensive review is not being undertaken as part of the current Official Plan Review process.

## 2.2 Housing

### **Affordable Housing**

The provision of a full range of housing options, including affordable housing, has been added as a matter of provincial interest under the *Planning Act* and the Provincial Policy Statement. Under provincial legislation, a municipality's Official Plan is required to be updated to implement policies that require development applications to provide information on how affordable housing and the provision of a range of housing options has been considered as part of the development application.

### **Additional Residential Units**

Section 16(3) of the *Planning Act* permits the establishment of additional residential units (ARU's), which are dwelling units that are self-contained and are secondary to the primary or main dwelling. Official Plans are required to implement policies that would specifically permit the establishment of additional residential units within single detached dwellings, semi-detached dwellings, and rowhouse dwellings, and the establishment of an additional dwelling unit within a building or structure that is accessory to a primary dwelling unit. The County Official Plan supports allowing up to a total of three residential units on properties that are eligible.

While Official Plans are required to be amended to include these policies, the *Planning Act* also provides the ability for municipalities to establish specific criteria that would regulate the location, size, and servicing of additional residential units. The County Official Plan proposes matters that local Official Plans shall address, such as the provision of adequate services and access, the location of ARUs outside of natural hazard areas. Policies should also be included that would require ARU's to comply with Minimum Distance Separation requirements. It is recommended that the Official Plan permit additional residential units within residential areas, as well as in rural areas.

It is anticipated that an amendment to the Southwest Middlesex Zoning By-law may be required to implement more specific regulations for permitting additional residential units in appropriate zones.



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## Temporary Garden Suites

The Official Plan should be updated to reflect changes in the permitting of temporary garden suites, or granny flats as they are identified in the current Official Plan. Section 39 of the *Planning Act* regulates the establishment of temporary garden suites and was amended to increase the length of time that they can be permitted for from 10 years to 20 years. The County Official Plan has also introduced criteria for temporary farm labour, including encouraging local municipalities to include policies in their local official plan addressing considerations including demonstration of need, minimizing the loss of agricultural land, building size, the provision of adequate of services, access, and Minimum Distance Separation.

## Future Growth & Intensification

The Provincial Policy Statement now requires that municipalities maintain a minimum 15-year supply of designated residential land, an increase from the previous minimum 10-year supply that was previously required. The PPS also contains requirements for promoting intensification of development and the County Official Plan proposes requirements for 15 percent of all development to proceed by way of intensification and development.

The policies of the Official Plan should be updated to address these changes and include the population and growth projections completed during the County Official Plan Review. The population projections include three separate growth scenarios for the Municipality: a low scenario, a middle scenario, and a high scenario. This approach provides for flexibility in determining which projections are best suited to the local Municipality. Under all three scenarios, the County and its local Municipalities are anticipated to experience moderate to strong population growth. 2021 Census data reported the population of Southwest Middlesex to be 5,893. The population is projected to increase to 6,100 in the low growth scenario, to 6,400 in the middle growth scenario, and 6,590 in the high growth scenario. As previously noted, a land inventory is anticipated to be conducted by the County to confirm the supply of land in the Municipality.

## 2.3 Agriculture & Rural Areas

### Permitted Uses in Agricultural Areas

The Provincial Policy Statement emphasizes the protection of agricultural resources. Permitted uses in agricultural areas are described in Section 2.2.3 of the PPS, and were amended to include agricultural uses, agricultural-related uses, and on-farm diversified uses. The PPS directs that agricultural-related and on-farm diversified uses shall not hinder agricultural operations and provides municipalities the ability to include land use criteria for these types of land uses.

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The Ontario Ministry of Agriculture, Food, and Rural Affairs has published the Guidelines for Permitted Uses in Ontario's Prime Agricultural Areas, which assists in defining the range of uses that may be permitted in prime agricultural areas. The document also provides a basis for criteria that municipalities can use in regulate agricultural-related and on-farm diversified uses to ensure they are compatible with the surrounding area.

The Guidelines provide examples of permitted uses and uses that would typically not be permitted. Official Plan reviews should specifically review these guidelines and ensure policies are appropriate. Official Plans may be updated to reference the Guidelines, or they may expand current policies to clarify what is permitted.

The Official Plan should be amended to reflect the expansion of permitted uses and language should be updated to include changes from 'secondary uses' to 'on-farm diversified uses'. It is also recommended that the Municipality implement criteria to regulate the size and scale of agricultural-related and on-farm diversified uses, consistent with the Guidelines for Permitted Uses in Prime Agriculture Areas. The County Official Plan also contains criteria for on-farm diversified uses, including the provision of adequate servicing, the locating of such uses in agricultural areas to avoid land use conflicts, and compliance with Minimum Distance Separation Formulae. Current policies relating to the regulation of home-based businesses should also be reviewed to reflect any overlap in policies relating to permitting on-farm diversified uses.

The Official Plan policies for community improvement plans are recommended to be updated to recognize opportunities for supporting agri-tourism.

## **Lot Creation**

The Provincial Policy Statement limits lot creation in agricultural areas to a limited range of purposes. The Official Plan contains criteria for agricultural severances including discouraging fragmentation of agricultural land requirements for minimum farm parcel size. Section 2.3.4.2 of the PPS permits lot adjustments in prime agricultural areas provided they are for legal or technical reasons. This policy should be included within the Official Plan agricultural severance policies.

Residential lot creation is prohibited in prime agricultural areas except for the severance of a farm dwelling that has become surplus to the needs of a farmer that owns the agricultural land. The PPS includes criteria that must be met for this type of severance to take place, which were amended to include direction that the severed parcel be a "minimum size needed to accommodate the use and appropriate sewage and water services". The County Official Plan encourages addressing matters including minimizing the loss of agricultural land, addressing the

# Official Plan Review – Background Report & Recommendations

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retention of outbuildings with the residence surplus to a farming operation, and Minimum Distance Separation requirements. The policies of the Official Plan should be amended to reflect these changes to the criteria for surplus farm dwellings, and may also consider changes such as ensuring the habitability of the dwelling and rezoning of the severed parcel to an appropriate zone.

## **Minimum Distance Separation Guidelines**

To ensure the continuance of normal farm practices and protect agricultural operations, the Minimum Distance Separation (MDS) Guidelines were updated in 2017 and the policies required that municipalities reference the MDS Guidelines within the Official Plans. The Provincial Policy Statement also introduced changes under Section 2.3.6.2 that would require non-agricultural uses to comply with the MDS policies and that alternative locations for these types of uses are evaluated before being established in agricultural areas. It is recommended that the current provisions within the Official Plan be reviewed to ensure conformity with the MDS Guidelines.

## **2.4 Industry & Employment**

### **Conversion of Employment Lands**

Under the previous version of the PPS, the conversion of employment lands to non-employment lands was only permitted at the time of a Municipal Comprehensive Review and that it can be demonstrated that there is a need for the conversion. Section 1.3.2.5 of the PPS now permits the conversion of employment lands outside of the comprehensive review process, provided that there is sufficient rationale to justify the conversion. The Official Plan should be amended to permit the conversion of employment areas outside of a comprehensive review subject to sufficient planning justification being provided and as now permitted under the PPS 2020. The County Official Plan also includes criteria to be addressed including, but not limited to ensuring that the proposed conversion does not result in incompatible land uses, the suitability of the site for employment uses has been evaluated, and the site does not offer opportunities for future expansion

### **Compatibility of Employment Lands**

The Provincial Policy Statement has been modified to include requirements that would ensure that employment lands are compatible with the surrounding areas, particularly land uses that are more sensitive in nature. Employment areas planned for industrial and manufacturing uses shall provide for separation or mitigation from sensitive land uses to maintain the long-term operational and economic viability of the planned uses and function of these areas.

### 2.5 Recreation

On September 15, 2021, the Municipality approved the Southwest Middlesex Facilities & Recreation Master Plan which was prepared to review community priorities for parks, recreation, and cultural services over a ten-year period. As part of the assessment, several recommendations were included to ensure that the Municipality's parkland needs are met. This included changes to the Official Plan that would allow for the maximization of parkland dedication that is permitted under the *Planning Act*.

#### **Parkland Dedication Rate**

Sections 3.4.5.2 and 4.4.3.3 of the Official Plan contain policies for parkland dedication. The Official Plan requires a dedication of 5% of land for residential development and 2% for all other forms of development. The Official Plan also contains a specific requirement of one hectare per 300 dwelling units for medium density development as permitted under Section 42(3) of the *Planning Act*. Section 3.4.5.2 of the Official Plan permits cash-in-lieu of parkland to be provided. The Facilities and Recreation Master Plan recommends that parkland dedication policies of the Official Plan be updated to permit an alternative rate for cash-in-lieu of one hectare per 500 dwelling units, as provided under the *Planning Act*.

#### **Suitability of Parkland**

Section 3.4.5 of the Official Plan contains policies that provide direction for the dedication of parkland. The Parks & Recreation Master Plan includes recommendations that the Official Plan policies be updated to include additional criteria for the suitability of land that is proposed to be dedicated.

It is recommended that the policies be updated to ensure that land that is accepted for parkland dedication is suitable for supporting a variety of active and passive park activities. The Master Plan further recommends that parkland conveyed to the Municipality should be greater than 0.5 hectares, unless there is a need to reconcile a gap area. The Municipality may wish to consider accepting cash-in-lieu of parkland in cases where the area is adequately supplied with parkland or the development proposal is too small to result in a meaningful park parcel.

The acquisition of naturalized parkland (or hazardous lands) should be permitted over and above the parkland dedication requirements permitted through the *Planning Act*. This exclusion should also be extended to stormwater management ponds given its limited ability to accommodate active parkland facilities.

## 2.6 Natural Heritage

### **Energy Conservation & Climate Change**

The Provincial Policy Statement provides direction that municipalities consider and prepare for the impacts of climate change in their Official Plans. This includes the promotion of efficient use of land and resources, active transportation, energy conservation, building design and orientation that maximizes energy efficiency, and maximizing vegetation within settlement areas, where feasible.

### **Protection of Natural Heritage Features**

The Middlesex Natural Heritage Systems Study 2014 (“MNHSS”) includes recommendations for municipalities to implement the findings of the study. It is recommended that the County Official Plan and local official plans refer to the MNHSS 2014 as the study that is relied on to identify significant features and areas and the significant natural heritage system in the County of Middlesex Planning area.

The MNHSS identifies that some natural features and ecological functions may not currently be included in the Natural Heritage System and may require further field studies and evaluation. Policies within the County Official Plan require that where development is proposed, a Development Assessment Report (DAR) is to be completed to determine the significance and protective measures of any natural heritage features, including natural heritage features not currently included in the MNHSS 2014, fish habitat identified by the Federal Department of Fisheries and Oceans, significant habitat of endangered species, and significant wildlife habitat.

The province has a recommended approach for identifying natural heritage systems, but municipal approaches that achieve or exceed the same objective may also be used. The MHSS recommends that policies in the Official Plan encourage the restoration of natural heritage features that make up the natural heritage system.

### **Special Development Area – Krista Lane**

Section 5.4.3.5 of the Official Plan contains policies regarding a Special Development Area along Krista Lane, including several undeveloped lots. As the undeveloped lots lie within the provincially significant Thomson Wetland, any development requires the approval of the Lower Thames Conservation Authority. A Development Agreement for the undeveloped lots on Krista Lane was updated in 2014 that required certain matters be addressed before development could take place on the subject lots, including addressing potential impacts to groundwater, Stormwater management, natural heritage features, species-at-risk, and servicing. It is recommended that the

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Official Plan be updated to include these conditions as part of development approval within the Plan's policies.

## **Thomson Wetland**

Upon approval of the Official Plan by the County of Middlesex the mapping associated with the wetland was deferred and remains an outstanding issue. The reason for the deferral was to provide additional time for the Ministry of Natural Resources and Forestry to re-evaluate the status and the boundaries of the wetland. There were some discrepancies regarding the boundary of the wetland between the Official Plan and the mapping that was later conducted by the Ministry. As a result, the status of the wetland was upgraded from a Locally Significant Wetland to a Provincially Significant Wetland in 2001, although this change in status was not conveyed to the Municipality or the County until 2010. It is recommended that the 'Deferral' on the cover of the Official Plan be removed. Schedule amendments may be required in consultation with the Lower Thames Valley Conservation Authority.

## **2.7 Resources**

### **Aggregate Resources**

While the Municipality of Southwest Middlesex is considered to have no known deposits of aggregate materials that would be viable for extraction, the current Official Plan does contain policies that regulate extraction. The Provincial Policy Statement 2020 now requires that, where development is proposed adjacent to mineral deposits, it must be demonstrated that the potential resource extraction will not be hindered. Additionally, resource extraction is permitted as an interim use in prime agricultural areas provided that the site is rehabilitated back to an agricultural condition. Official plans should update mineral extraction policies to be consistent with the 2020 PPS.

### **Cultural Heritage**

Official plans need to be updated to include cultural heritage and archaeology policies for development proposed on lands containing or adjacent to cultural heritage features. The PPS 2020 and the County Official Plan direct that municipalities shall engage with indigenous communities and consider their interests when identifying, protecting and managing cultural heritage and archaeological resources, as well as coordinate on land use planning matters. The Official Plan should also be updated to make reference to consultation with Indigenous communities during processes of conserving cultural heritage and archaeological resources.

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## 2.8 General

### **Matters of Provincial Interest**

The *Planning Act* sets out matters of Provincial interest that development applications must have regard to. Amendments to the *Planning Act* by Bill 51 and Bill 73 have included the addition of affordable housing, a built form that is well designed and encourages a sense of place, sustainable development, and pedestrian-oriented development as matters of provincial interest. The Official Plan should be updated to reference these matters as provincial priorities that development applications must have regard to.

### **Active Transportation**

The Provincial Policy Statement promotes development that is designed to be oriented towards pedestrians and defines the term ‘active transportation’ as an alternative method of travel other than motorized vehicles. The County Official Plan has also been updated to recognize the important role active transportation has in promoting opportunities for physical activity and cost effective travel for its residents and visitors alike. The current Official Plan should be reviewed to identify opportunities to include additional policies that relate to pedestrian-oriented development, as well as define the term active transportation in keeping with the policies under the PPS. This may include references to the Middlesex County Cycling Strategy and existing infrastructure and trail network that exist in the community.

### **Requirements for Complete Applications**

The *Planning Act* includes policies that set out requirements for complete submissions of development applications, including the provision of any information or materials that may be necessary for the review and evaluation of the application. Municipalities are required to implement these policies through the Official Plan that reference requirements for a complete application, including identifying a list of potential technical reports, studies, and/or drawings that may be required as part of a complete application submission. It is also recommended that the Official Plan set out requirements for pre-submission consultation before certain types of development applications are submitted.

### **Site Plan Control**

Section 41 of the *Planning Act* was amended to identify additional matters that municipalities can regulate through site plan control approvals. This includes matters relating to the design of facilities having regard for accessibility for persons with disabilities in accordance with the *Planning Act*. Section 41 of the *Planning Act* was also amended by Bill 109 to allow for municipalities to require applicants to consult with municipalities prior to submission, as well as

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require additional information be provided with an application submission, but only where permitted within an Official Plan.

## **Source Water Protection**

The County has conducted a review of its Source Water Protection land use planning policies for the County and the local Municipalities. The Source Water Protection Background Report includes recommended policies to be implemented as part of the Official Plan, including the protection of surface and groundwater resources, as well as water quantity and quality. Recommendations also include policies to address identifying, maintaining, and protecting or enhancing groundwater features, natural heritage features, and surface water features.



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## 3. NEXT STEPS

This background report represents the initial research undertaken to identify the necessary changes to the current Official Plan provide recommendations to ensure that the Official Plan conforms to County and Provincial policies and legislation.

The recommendations contained herein represent a land use planning response to the issues and opportunities that have been identified through the background research undertaken to date. These recommendations may change over the course of the Official Plan review process as further consultation occurs in the 2022. The consultation process will continue with additional meetings to obtain feedback on these recommendations and lead to changes to the Official Plan to enable the Municipality to move forward with its vision for land use planning over the next twenty-five years. Following this public and stakeholder input, a revised report will be presented to Council for consideration and discussion. It will form the basis of an amendment to the Municipality of Southwest Middlesex Official Plan which is adopted and approved in accordance with the requirements of the *Planning Act*.

Respectfully Submitted,

**MONTEITH BROWN PLANNING CONSULTANTS**

# **Recommended Policy Changes**

## Southwest Middlesex Official Plan

June 2022



Current Policy Language	Rationale for Change	Proposed Language
<b>1.0 INTRODUCTION</b>		
<p><b>1.1 BACKGROUND</b></p> <p>This document constitutes the first-ever Official Plan of the Municipality of Southwest Middlesex. The Municipality came into being in 2001 as a result of the amalgamation of the Village of Glencoe, the Village of Wardsville, the Township of Ekfrid and the Township of Mosa. The Plan replaces the official plans and all amendments thereto of these former municipalities.</p> <p>A new official plan for the Municipality of Southwest Middlesex is warranted not only to ensure a uniform and consistent set of goals, objectives and policies throughout the amalgamated municipality but to ensure these goals, objectives and policies are appropriate in light of prevailing and future circumstances. Since the adoption of the existing official plans in Southwest Middlesex, the Provincial Policy Statement of 1996 was released and a new Official Plan for the County of Middlesex came into effect in 1997. On 1st March 2005, a revised Provincial Policy Statement (PPS) came into effect which gives stronger and additional direction to municipalities on the scope and content of official plans. Moreover, official plans are now required to be consistent with the PPS as opposed to have regard to the PPS. On 11 July 2006, the County of Middlesex adopted a comprehensive amendment to its Official Plan arising out of the 5 year review of the Plan. The amendment has a direct bearing on the preparation and content of official plans for lower tier municipalities in the County.</p>	<p>-Update Population Census Data</p>	<p><b>Amend the Section as follows:</b></p> <p><del>This document constitutes the first-ever Official Plan of the Municipality of Southwest Middlesex.</del> The Municipality came into being in 2001 as a result of the amalgamation of the Village of Glencoe, the Village of Wardsville, the Township of Ekfrid and the Township of Mosa. The Plan replaces the official plans and all amendments thereto of these former municipalities.</p> <p>A new official plan for the Municipality of Southwest Middlesex is warranted not only to ensure a uniform and consistent set of goals, objectives and policies throughout the amalgamated municipality but to ensure these goals, objectives and policies are appropriate in light of prevailing and future circumstances. Since the adoption of the existing official plans in Southwest Middlesex, the Provincial Policy Statement of <del>1996</del> <b>2020</b> was released which <b>gives stronger and additional direction to municipalities on the scope and content of official plans and a new</b> the Official Plan for the County of Middlesex <del>is currently under review came into effect in 1997. On 1st March 2005, The updated</del> Provincial Policy Statement (PPS) <del>came into effect. Moreover, official plans are now required to be consistent with the PPS as opposed to have regard to the PPS. On 11 July 2006, the County of Middlesex adopted a comprehensive amendment to its Official Plan arising out of the 5 year review of the Plan. The amendment has a direct bearing on the preparation and content of official plans for lower tier municipalities in the County.</del></p>
<p><b>1.2 STRUCTURE</b></p> <p>The Municipality of Southwest Middlesex (2001 census population: 6,114) encompasses roughly 43,000 ha (106,000 ac) and lies, as it name implies, in the south-west corner of Middlesex County more or less equidistant from the City of Chatham to the west and the City of London to the east. Settlements are small, the largest being the Village of Glencoe (2001 population: 2,152) followed by the Village of Wardsville (2001 population: 417). Glencoe, situated in the more or less geographic centre of the Municipality, functions as its administrative, business and service centre and its industrial base. It has a few, relatively large industries and is the location of the area’s largest institutions and recreational facilities. Wardsville is much smaller than Glencoe, being largely a quiet residential community with limited functions. Other settlements in Southwest Middlesex include Appin, Melbourne (partially lying in the Township of Strathroy-Caradoc), Middlemiss, Pratt Siding and Woodgreen, all of which are considerably smaller than both Glencoe and Wardsville.</p>	<p>-Reflect changes in population from 2021 census data.</p>	<p><b>Amend the Section as follows:</b></p> <p>The Municipality of Southwest Middlesex <del>(2001 census population: 6,114)</del> <b>(2021 census population: 5,893)</b> encompasses roughly 43,000 ha (106,000 ac) and lies, as <del>it</del> <b>its</b> name implies, in the south-west corner of Middlesex County more or less equidistant from the City of Chatham to the west and the City of London to the east. Settlements are small, the largest being the Village of Glencoe <del>(2001 population: 2,152)</del> <b>(2021 population: 2,158)</b> followed by the Village of <del>Wardsville (2001 population: 417)</del> <b>(2021 census population: 420)</b>. Glencoe, situated in the more or less geographic centre of the Municipality, functions as its administrative, business and service centre and its industrial base. It has a few, relatively large industries and is the location of the area’s largest institutions and recreational facilities. Wardsville is much smaller than Glencoe, being largely a quiet residential community with limited functions. Other settlements in Southwest Middlesex include Appin, Melbourne (partially lying in the Township of Strathroy-Caradoc), Middlemiss, <del>and</del> Pratt Siding <del>and Woodgreen</del>, all of which are considerably smaller than both Glencoe and Wardsville.</p>

Current Policy Language	Rationale for Change	Proposed Language
<p><b>1.4 BASIS</b></p> <p>Preparation of the Official Plan for the Municipality of Southwest Middlesex has been based on extensive research, field work, special studies, meetings and workshops. One session has been held with representatives of the County of Middlesex, the Lower Thames Valley Conservation Authority and various provincial ministries having an interest in the Plan. The following particular documents and reports (and related studies) have been taken into account:</p> <ul style="list-style-type: none"><li>• MIG Engineering Ltd., Glencoe Sanitary Sewage Collection &amp; Treatment System Class Environmental Assessment, 20007</li><li>• MIG Engineering Ltd., Report on the Glencoe Sanitary Sewage System, 2006</li><li>• Provincial Policy Statement, 2005</li><li>• Community Planners Inc., Official Plan Background Study, Municipality of Southwest Middlesex, 2004</li><li>• Dillon Consulting in association with Golder Associates, Middlesex-Elgin Groundwater Study, 2004</li><li>• Upper Thames River Conservation Authority, The Middlesex Natural Heritage Study, 2003</li><li>• Innovative Sewage Systems Inc., Village of Wardsville Environmental Study Report: Sanitary Sewage Collection and Treatment Facilities, 1999</li><li>• Juris E. Burzins, Glencoe Urban Design Plan, 1997</li><li>• County of Middlesex Official Plan, 1997 as amended</li></ul> <p>For the purposes of presenting the proposed Official Plan to the public and obtaining public input, an open house was held on June 13th, 2007 in the Municipal Office Building in Glencoe. A public meeting was subsequently held on June 20th, 2007 in accordance with the requirements of the Planning Act in the Community Centre in Appin.</p>	<p>-New or updated reports and policies have been prepared or are in effect since the previous Official Plan was approved.</p>	<p><b>Delete the Section in its entirety and replace with the following:</b></p> <p>Preparation of the Official Plan for the Municipality of Southwest Middlesex has been based on research conducted through various studies, meetings, and consultation with agencies and the public.</p> <p>The following particular documents and reports (and related studies) have been taken into account: Middlesex Natural Heritage System Study, Middlesex County Cycling Strategy, Review of the County Official Plan for Compliance with Provincial Changes Report, Homeless Prevention &amp; Housing Plan, Population and Housing Projections Report, and the Southwest Middlesex Parks &amp; Recreation Master Plan, in addition to legislative changes affecting the Provincial Policy Statement 2020 and the <u>Planning Act</u>.</p> <p>For the purposes of presenting the proposed Official Plan to the public and obtaining public input, a Special Council Meeting was held on June 22, 2022. A public meeting was subsequently held on August 24, 2022 in accordance with the requirements of the <u>Planning Act</u>.</p>

Current Policy Language	Rationale for Change	Proposed Language
<p><b>1.7 DESIGN POPULATION</b></p> <p>The most recent census of the Municipality of Southwest Middlesex was recorded at 5,890 in 2006 of which 2,095 (36%) resided in Glencoe and the remainder in Wardsville, a number of hamlets and throughout the rural area. The recorded population represented a decline of 3.7% from 6,114 in 2001 for Southwest Middlesex as-a-whole and for the Village of Glencoe from 2152.</p> <p>Based on projections made in 2001 by the County of Middlesex, a number of different projections were made for lower tier municipalities in the County. For Southwest Middlesex, the population would increase to 7,265 in 2021 based on the average annual growth rate of 0.68% during the period 1981-1996. Based on low, medium and high annual growth rates during a 15 year period, the County projections for Southwest Middlesex ranged from 6,800 to 8,329 in 2021. Finally, based on a share analysis (the percentage share Southwest Middlesex has of the County population as-a-whole) the population of Southwest Middlesex would increase to 7,192 in 2021 according to the report. More recent projections made by the County of Middlesex in 2003 pointed to an actual decline in the population of Southwest Middlesex which now appears to be taking place. Based on three different scenarios, the population of Southwest Middlesex would range from 4,802 to 5,885 in 2026. The high scenario was adopted by the County for planning purposes, under which the population of Southwest Middlesex would decline to 5,885 in 2026. In fact, this population decline was essentially reached in 2006.</p> <p>For the purposes of this Plan, a target population of 6,500 is adopted based on the demonstrated ability of the former Village of Glencoe to attract industrial development, the attributes of the area conducive to development and the commitment of the new Municipality to a pro-active strategy to attract development. The target population is equivalent to an annual average growth rate of 0.5% and is considered realistic to achieve. It shall be reviewed every 5 years following the release of the census by Statistics Canada.</p> <p>The Municipality has taken and continues to take actions and initiatives to encourage growth and development and the maintenance of a sustainable community in Southwest Middlesex. These actions and initiatives have included commissioning an Environmental Study Report to evaluate increasing the reserve capacity of the Village of Glencoe’s sanitary sewage system thereby ultimately removing what will otherwise be a significant constraint to development. Increasing the capacity of the system would also include an allowance to potentially treat sewage from the hamlets of Appin and Melbourne, thereby offering full municipal services to both settlement areas and facilitating limited development. The Municipality has recently established a municipal land bank to attract industrial and commercial development and has facilitated the provision of infrastructure to open up lands for residential development in the Village of Glencoe. The Municipality has also offered to provide a site for a new public school in the Hamlet of Melbourne to ensure a public school remains in the settlement area and has funded special educational programs at Glencoe District High School to strengthen the cause for retaining a secondary school in the Municipality. The Municipality has also developed an active marketing program to promote Southwest Middlesex as a place to live and visit.</p>	<p>-Statistics Canada has released updated population information from the 2021 census.</p> <p>-Middlesex County has prepared population projections over the 25 year planning horizon to 2046. Given that the population of the Municipality previously experienced a decline, and that the current population projections predict moderate growth followed by eventual decline towards the end of the 25 year planning horizon, it is recommended that the Official Plan use the County’s middle growth scenario.</p>	<p><b>Delete this Section in its entirety and replace with the following:</b></p> <p>The most recent census of the Municipality of Southwest Middlesex was recorded at 5,893 in 2021, of which 2,158 (36%) resided in Glencoe and the remainder in Wardsville and a number of small hamlets throughout the rural area. The recorded population represents an increase of 3.0% from 5,723 in 2016 for Southwest Middlesex.</p> <p>Based on projections made in 2022 as part of the County of Middlesex Official Plan Review, the local municipalities within the County are anticipated to experience moderate to strong growth rate in housing to 2046. Low, reference, and high growth scenarios were prepared for each of the lower tier municipalities within the County.</p> <p>A number of different projections were made for lower tier municipalities in the County. For Southwest Middlesex, in the middle growth scenario the population is projected to increase by approximately 400 people between 2016 and 2046. This would result in a projected increase of approximately 560 dwelling units within Southwest Middlesex over the long-term planning horizon.</p>

Current Policy Language	Rationale for Change	Proposed Language
<p><b>1.9 COUNTY OF MIDDLESEX</b></p> <p>The current County of Middlesex Official Plan came into effect on December 17<sup>th</sup>, 1997. It constitutes an upper tier plan whereas this Official Plan constitutes a lower tier plan. As such, under the <u>Planning Act</u>, this Plan is required to conform to the County Official Plan. In the event of a conflict between the Official Plan of Southwest Middlesex and the County of Middlesex Official Plan, the County Plan prevails to the extent of such conflict. In all other respects, this Plan prevails.</p> <p>The County has recently completed the five-year review of the Plan resulting in the adoption of a comprehensive amendment to the Plan. Key changes to the Plan include a less restrictive policy on the disposal of surplus farm dwellings and the setting of targets for residential intensification and redevelopment in accordance with the new Provincial Policy Statement. Other changes particularly relevant to Southwest Middlesex include new or revised policies on population projections, economic development, natural heritage and groundwater.</p>	<p>-Acknowledges the hierarchy of the County of Middlesex Official Plan, but requires revisions to the 2<sup>nd</sup> paragraph to reflect the current situation.</p>	<p><b>Revise Section 1.9 by deleting the 2<sup>nd</sup> paragraph and replacing it with the following:</b></p> <p>The County of Middlesex Official Plan is currently the subject of a five-year review. Any modifications to the County of Middlesex Official Plan arising from this review and update shall be assessed to determine whether any issues of conformity arise and, if necessary, the Southwest Middlesex Official Plan shall be amended accordingly.</p>



Current Policy Language	Rationale for Change	Proposed Language
<p><b>1.10 MATTERS OF PROVINCIAL INTEREST</b></p> <p>The Municipality, in carrying out its responsibilities under the Planning Act, is required to be consistent with ‘matters of provincial interest’ as declared by the Act. They are:</p> <ul style="list-style-type: none"> <li>a) the protection and improvement of ecological systems, including natural areas, features and functions;</li> <li>b) the protection of agricultural resources;</li> <li>c) the conservation of features of significant architectural, cultural, historical, archaeological or scientific interest;</li> <li>d) the supply, efficient use and conservation of energy and water;</li> <li>e) the adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems;</li> <li>f) the minimization of waste;</li> <li>g) the orderly development of safe and healthy communities;</li> <li>h) the accessibility for persons with disabilities to all facilities, services and matters to which the Act applies;</li> <li>i) the adequate provision and distribution of educational, health, social, cultural and recreational facilities;</li> <li>j) the adequate provision of a full range of housing;</li> <li>k) the adequate provision of employment possibilities;</li> <li>l) the protection of the financial and economic well-being of the Province and its municipalities;</li> <li>m) the co-ordination of planning activities of public bodies;</li> <li>n) the protection of public health and safety;</li> <li>o) the appropriate location of growth and development;</li> </ul> <p>These matters of provincial interest, which are further elaborated on in the Provincial Policy Statement, shall be considered by the Municipality in the evaluation of any proposed amendment to this Plan, the adoption of a new comprehensive Zoning By-law and any subsequent amendments or variances, the approval of a plan of subdivision or condominium, the granting of a consent or any other planning-related approval required under the Planning Act.</p>	<p>-sets out the matters for which the Municipality must have regard to in reviewing any planning related applications and issues governed by the <u>Planning Act</u>, and provides Council with a level of policy “reinforcement” in dealing with planning related issues;</p> <p>-section needs to be updated to reflect additional matters identified by the Act to be of Provincial interest, including, amongst other matters, affordable housing, the built form, sustainable development, pedestrian-oriented development and climate change.</p>	<p><b>Amend the section as follows:</b></p> <p>The Municipality, in carrying out its responsibilities under the Planning Act, is required to be consistent with ‘matters of provincial interest’ as declared by the Act. They are:</p> <ul style="list-style-type: none"> <li>a) the protection and improvement of ecological systems, including natural areas, features and functions;</li> <li>b) the protection of agricultural resources;</li> <li>c) <b>the protection of natural resources and the mineral resource base;</b></li> <li>d) the conservation of features of significant architectural, cultural, historical, archaeological or scientific interest;</li> <li>e) the supply, efficient use and conservation of energy and water;</li> <li>f) the adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems;</li> <li>g) the minimization of waste;</li> <li>h) the orderly development of safe and healthy communities;</li> <li>i) the accessibility for persons with disabilities to all facilities, services and matters to which the Act applies;</li> <li>j) the adequate provision and distribution of educational, health, social, cultural and recreational facilities;</li> <li>k) the adequate provision of a full range of housing, <b>including affordable housing;</b></li> <li>l) the adequate provision of employment possibilities;</li> <li>m) the protection of the financial and economic well-being of the Province and its municipalities;</li> <li>n) the co-ordination of planning activities of public bodies;</li> <li>o) <b>the resolution of planning conflicts involving public and private interests;</b></li> <li>p) the protection of public health and safety;</li> <li>q) the appropriate location of growth and development;</li> <li>r) <b>the promotion of development that is designed to be sustainable, to support public transit, and to be oriented to pedestrians;</b></li> <li>s) <b>the promotion of the built form that is well-designed, encourages a sense of place, and provides for public spaces that are of high quality, safe, accessible, attractive, and vibrant;</b></li> <li>t) <b>the mitigation of greenhouse gas emissions and adaptation to a changing climate.</b></li> </ul> <p>These matters of provincial interest, which are further elaborated on in the Provincial Policy Statement, shall be considered by the Municipality in the evaluation of any proposed amendment to this Plan, the adoption of a new comprehensive Zoning By-law and any subsequent amendments or variances, the approval of a plan of subdivision or condominium, the granting of a consent or any other planning-related approval required under the Planning Act.</p>

Current Policy Language	Rationale for Change	Proposed Language
<b>2.0 GENERAL PLANNING DIRECTIONS</b>		
<b>2.3 INDUSTRY</b>		
<b>2.3.5 ENCROACHMENT OF SENSITIVE LAND USES</b> Industrial areas and industrial uses shall be protected from the unwarranted encroachment of land uses that have the potential to create land use incompatibilities and conflicts.	-The PPS requires that the viability of industrial and employment lands is maintained	<b>Amend the section as follows:</b>  Industrial areas and industrial uses shall be protected from the unwarranted encroachment of land uses that have the potential to create land use incompatibilities and conflicts. <b>Development of residential or other sensitive land uses proposed to be located near industrial uses or areas may be required to carry out noise, air quality and/or vibration assessments and determine control measures to the satisfaction of the Ministry of the Environment and/or the Municipality. The long-term viability of industrial and employment uses that are vulnerable to encroachment shall be protected by ensuring that proposed adjacent sensitive land uses are only permitted if the following are demonstrated in accordance with provincial guidelines, standards and procedures:</b> a) there is an identified need for the proposed use; b) alternative locations for the proposed use have been evaluated and there are no reasonable alternative locations; c) adverse effects to the proposed sensitive land use are minimized and mitigated; and d) potential impacts to industrial, manufacturing or other uses are minimized and mitigated.
<b>2.5 HOUSING</b>		
<b>2.5.3 RESIDENTIAL LAND INVENTORY</b> A minimum 10 year supply of land shall be designated and zoned for residential purposes at all times to accommodate anticipated housing needs of which a minimum of 3 year supply shall be land with servicing capacity. Lands designated and zoned shall be for a variety of residential types and include both previously undeveloped lands as well as lands suitable for residential intensification and redevelopment.	-The PPS now requires that municipalities maintain a minimum 15 year supply of designated land for residential development purposes.	<b>Amend the section as follows:</b>  A minimum <del>10</del> 15 year supply of land shall be designated and zoned for residential purposes at all times to accommodate anticipated housing needs of which a minimum of 3 year supply shall be land with servicing capacity. Lands designated and zoned shall be for a variety of residential types and include both previously undeveloped lands as well as lands suitable for residential intensification and redevelopment.
<b>2.5.9 GRANNY FLATS</b> A ‘granny flat’, garden suite, mobile home or similar secondary dwellings may be permitted for up to 10 years for family members provided such units are designed to be portable and removed from the lands, or readily converted to non-residential use, upon no longer being required for their intended occupants. The lands shall be sufficiently large to accommodate the dwelling and its required services and measures taken, if necessary, to ensure compatibility with neighbouring uses. A Temporary Use By-law shall be required in accordance with the Planning Act along with an agreement with the Municipality which addresses occupancy of the dwelling, its removal or conversion to other uses at the end of the prescribed period and the posting of security to ensure due performance.	-Granny flats or garden suites continue to be recognized in the <u>Planning Act</u> (Section 39) under a temporary use by-law. They are distinguished from “Additional Residential Units” given their intended temporary nature.  -Period for the temporary use of a garden suite is proposed to be updated from 10 years to 20 years in keeping with requirements under the <u>Planning Act</u> .  -There is likely to be continued interest by property owners in the ability to provide for temporary accommodation for family members residing on the same lot in both agricultural and settlement areas.	<b>Ament the section as follows:</b>  <b><u>2.5.9 GRANNY FLATS TEMPORARY GARDEN SUITES</u></b> A ‘granny flat’, garden suite, mobile home or similar <del>secondary</del> temporary dwellings may be permitted for up to <del>10</del> 20 years for family members provided such units are designed to be portable and removed from the lands, or readily converted to non-residential use, upon no longer being required for their intended occupants. The lands shall be sufficiently large to accommodate the dwelling and its required services and measures taken, if necessary, to ensure compatibility with neighbouring uses.  A Temporary Use By-law shall be required in accordance with the <u>Planning Act</u> along with an agreement with the Municipality which addresses occupancy of the dwelling, its removal or conversion to other uses at the end of the prescribed period and the posting of security to ensure due performance.



Current Policy Language	Rationale for Change	Proposed Language
N/A	<p>-Section 16(3) of the <u>Planning Act</u> permits the establishment of a second dwelling unit (or “additional residential unit”) in a single detached dwelling or within an accessory building. The Act does not distinguish between agricultural areas or settlement areas as to where additional residential units may be permitted;</p> <p>-The current Southwest Middlesex Official Plan policy (Section 5.4.1.10) only addresses and permits garden suites or granny flats on farms in designated agricultural areas, and only for a temporary period of time not exceeding 10 years. Additional residential units should be permitted in settlement areas, and should not necessarily be tied to a specific period of time;</p> <p>-A severance to sever the additional residential unit from the lot is not permitted by the PPS and this prohibition is stated in the interests of greater clarity.</p> <p>-The proposed criteria would be consistent with the proposed additional residential unit policies for the County Official Plan.</p>	<p><b>Create the following new section:</b></p> <p><b>2.5.11 ADDITIONAL RESIDENTIAL UNIT</b> Additional Residential Units (ARU’s) shall be permitted within single detached and semi-detached dwelling units. ARUs are permitted within the primary dwelling and a detached building or structure ancillary to the primary dwelling, for a total of up to three residential units. ARU’s shall be established in accordance with the following:</p> <ul style="list-style-type: none"> <li>a) ARUs shall meet the requirements of the Ontario Building Code, Fire Code, and all other Provincial, County, and Municipal standards;</li> <li>b) the provision of adequate access, emergency access, and on-site parking;</li> <li>c) that the ARU is clearly subordinate in scale and function to the primary dwelling unit;</li> <li>d) the provision of adequate water and wastewater services, and where appropriate shared services between the primary dwelling and the ARUs are encouraged; and</li> <li>e) ARUs are not permitted in hazard lands as defined and regulated by the conservation authority.</li> <li>f) Where an ARU is located outside of a settlement area: <ul style="list-style-type: none"> <li>i) An ARU shall be located within the existing building cluster;</li> <li>ii) ARUs are to meet Minimum Distance Formulae; and</li> <li>iii) ARUs are prohibited from being severed from the property unless as part of the severance of the primary dwelling unit as a residence surplus to a farming operation.</li> </ul> </li> <li>g) The Zoning By-law shall establish appropriate standards and regulations for ARUs.</li> </ul>
<b>2.7 NATURAL HERITAGE FEATURES</b>		
<p><b>2.7.1 GOALS</b> a) To preserve and protect natural heritage features; b) To achieve a self-sustaining natural heritage system; c) To maintain, restore or wherever possible, enhance natural heritage features in terms of their ecological function, diversity, connectivity and scenic quality.</p>	<p>-Reflect changes to matters of provincial interest under the <u>Planning Act</u> to address the consideration of climate change.</p>	<p><b>Add the following text to the end of the Section:</b></p> <p>d) To encourage development and land use patterns that consider the impacts of climate change and aim to adapt to and mitigate the impacts of climate change through the promotion of resilient communities.</p>
<p><b>2.7.6 ANSI’S, VALLEYLANDS, WOODLANDS AND WILDLIFE HABITAT</b> Significant areas of natural and scientific interest (ANSI) as shown on Figure 3 and Figure 4, valley lands associated with the Sydenham River and the Thames River, woodlands identified in the Middlesex Natural Heritage Study, 2003 being generally four hectares or greater in size and considered to be significant as a result of their contribution to the ecology, quality and natural diversity of the County and significant wildlife habitat are considered natural heritage features. Development and site alternation shall not be permitted in these areas or on adjacent lands, generally considered to be lands within 50 metres of such areas, unless it has been demonstrated there will be no negative impact on the feature or on its ecological function.</p>	<p>-Update policies to reference the most current version of the Middlesex Natural Heritage Systems Study 2014.</p>	<p><b>Amend the Section as follows:</b></p> <p>Significant areas of natural and scientific interest (ANSI) as shown on Figure 3 and Figure 4, valley lands associated with the Sydenham River and the Thames River, woodlands identified in the Middlesex Natural Heritage <del>Systems</del> Study, <del>2003</del> 2014 being generally four hectares or greater in size and considered to be significant as a result of their contribution to the ecology, quality and natural diversity of the County and significant wildlife habitat are considered natural heritage features. Development and site alternation shall not be permitted in these areas or on adjacent lands, generally considered to be lands within 50 metres of such areas, unless it has been demonstrated there will be no negative impact on the feature or on its ecological function.</p>

Current Policy Language	Rationale for Change	Proposed Language
<p><u>2.7.9 EVALUATION OF DEVELOPMENT PROPOSALS</u></p> <p>Where development or site alteration is proposed on lands lying adjacent to, or lying within, a natural heritage feature, the proponent shall submit a Development Assessment Report (DAR) in accordance with “A Guideline for Development Assessment Reports” August 2007 to the County of Middlesex Official Plan. Approval of the Development Assessment Report shall rest with the County in consultation with the Municipality, the Ministry of Natural Resources and the conservation authority having jurisdiction.</p>	<p>-Reflects recommendations of MNHSS 2014 study and proposed policies under the County Official Plan that encourage the protection of unevaluated natural heritage features and reference the most recent MNHSS 2014 document.</p> <p>Further study and confirmation of the boundary of features prior to the approval of development applications and site alterations may be required, but does not prevent existing agriculture and farm uses from continuing Mitigation recommendation of the DAR to demonstrate no negative impact may include designating areas found to be natural linkages and enhancement areas.</p>	<p><b>Amend the Section as follows:</b></p> <p>Where development or site alteration is proposed on lands lying adjacent to, or lying within, a natural heritage feature, the proponent shall submit a Development Assessment Report (DAR) in accordance with <del>“A Guideline for Development Assessment Reports” August 2007 to</del> the County of Middlesex Official Plan. Approval of the Development Assessment Report shall rest with the County in consultation with the Municipality, the Ministry of Natural Resources and the conservation authority having jurisdiction.</p> <p><del>The MNHSS Study (2014) provides the methodology used to identify features and the criteria used to determine the significance of features for inclusion in the Natural Heritage System.</del></p> <p><del>Limitations of the MNHSS Study (2014) mean that some natural features and ecological functions may not currently be included in the Natural Heritage System and may require further field studies and evaluation to determine the protection requirements of applicable Federal or Provincial legislation. Where development is proposed a DAR will require the completion of appropriate studies to determine the significance and protection needs of the following where present:</del></p> <p><del>a) Natural heritage features not currently included in Natural Heritage System are considered candidates for significance until a DAR is completed to assess their significance based on criteria provided in the MNHSS Study (2014).</del></p> <p><del>b) Fish habitat as identified by the Federal Department of Fisheries and Oceans require the completion of appropriate studies to ensure compliance with the Fisheries Act.</del></p> <p><del>c) Significant habitat of endangered species and threatened species as identified by the Province, in accordance with the Endangered Species Act, 2007,</del></p> <p><del>d) Significant Wildlife Habitat identified and evaluated in consultation with the Ministry of Northern Development, Mines, Natural Resources and Forestry.</del></p>
<p><u>2.8 SURFACE AND GROUNDWATER RESOURCES</u></p>	<p>-Add Source Water Protection policies as recommended in the County’s Source Water Protection Background Report</p>	<p><b>Amend the Section to include the following text:</b></p> <p><del>Surface water sources, including streams, lakes, ponds and wetlands are normally protected through their inclusion within the Natural Heritage System. Groundwater sources occur throughout the Municipality and are an essential resource for urban and rural water supplies, agricultural production and the maintenance of the natural heritage system. It is the intent of this Plan that all development shall be subject to the following policies to ensure that water quality and quantity are not adversely affected. Specifically, it is the Municipality’s intent that the development of public and private uses will not significantly alter groundwater recharge or discharge, impair groundwater or surface water quality, or negatively impact municipal groundwater supply. Maintaining a sustainable groundwater supply is a priority to meet the needs of current and future residents. The following policies are intended to address both ground water and surface water protection.</del></p>

Current Policy Language	Rationale for Change	Proposed Language
<p><b><u>2.8.2 WATER QUALITY AND QUANTITY</u></b> The Municipality shall utilize its best efforts and co-operate with the St. Clair Region Conservation Authority and the Lower Thames River Conservation Authority to implement cost-effective measures designed to protect, improve and restore the quality and quantity of its water resources by identifying surface water features, groundwater features, hydrologic functions and natural heritage features and areas which are necessary for the ecological and hydrological integrity of the watersheds which Southwest Middlesex lies within.</p>	<p>-Add Source Water Protection policies as recommended in the County's Source Water Protection Background Report</p>	<p><b>Delete the Section in its entirety and replace with the following:</b></p> <p>With respect to water resources, the Municipality shall endeavour to:</p> <p>a) Identify water resource systems consisting of groundwater features, hydrologic functions, natural heritage features and areas, and surface water features, which are necessary for the ecological and hydrological integrity of the watershed.</p> <p>b) Maintain linkages and related functions among groundwater features, hydrologic functions, natural heritage features and areas, and surface water features.</p> <p>c) Protect or enhance the function of sensitive groundwater recharge areas, discharge areas, aquifers and headwaters.</p> <p>d) Work cooperatively with Conservation Authorities and Provincial Ministries regarding land management issues within the watersheds of the Municipality.</p>
<b>2.9 URBAN AND RURAL CHARACTER</b>		
<p><b><u>2.9.1 GOALS AND OBJECTIVES</u></b> a) To maintain and strengthen the distinct identity and character of settlement areas; b) To maintain and strengthen the distinct identity and character of the rural area; c) To achieve well planned, compact development and the full utilization of urban lands; d) To achieve a high standard of urban and rural design.</p>	<p>-Consistent with County Official Plan policies, as well as matters of Provincial interest under the PPS 2020, regarding urban design, affordable housing, and pedestrian-oriented development.</p>	<p><b>Add the following text to the end of the Section:</b></p> <p>e) To support strong urban design and revitalization that considers affordable housing where appropriate as a means of enhancing the quality of place.</p> <p>f) To encourage forms of active transportation, including pedestrian and cyclist movements, to be incorporated into development proposals.</p> <p>g) To support the creation of public spaces that are of high quality, safe, accessible, attractive, and vibrant;</p>
<b>2.10 COMMUNITY IMPROVEMENT</b>		
<p><b><u>2.10.1 GOALS AND OBJECTIVES</u></b> a) To achieve minimum standards of public health, safety and occupancy; b) To ameliorate property conditions which pose a blight, eyesore, nuisance, risk or land use conflict; c) To improve areas experiencing decline, blight or neglect; d) To up-grade and maintain municipal infrastructure and facilities in accordance with prevailing standards.</p>	<p>-Address work completed for the Southwest Middlesex Community Improvement Plan to include opportunities to support agri-tourism.</p>	<p><b>Add the following to the end of the Section:</b></p> <p>e) To support agricultural operations and their contributions to the local economy, including attracting new visitors to the Municipality through agri-tourism.</p>
<p><b><u>2.10.3 COMMUNITY IMPROVEMENT PROJECT AREAS</u></b> The following criteria shall be used to identify areas potentially suitable for designation as a community improvement project area. a) areas characterized by substandard infrastructure (e.g. water supply, storm drainage, streets, sidewalks, parking); b) areas characterized by substandard buildings and/or properties; c) areas where there is a potential for a more desirable, compatible or viable use of land; d) areas characterized by land use conflicts or blight; e) areas characterized by economic stagnation or decline.</p>	<p>-Address work completed for the Southwest Middlesex Community Improvement Plan to include opportunities to support agri-tourism.</p>	<p><b>Add the following to the end of the Section:</b></p> <p>f) lands designated agriculture that have frontage on a designated arterial road.</p>

Current Policy Language	Rationale for Change	Proposed Language
<b>2.11 CULTURAL HERITAGE RESOURCES</b>		
<u>2.11.1 GOALS AND OBJECTIVES</u> a) To protect, conserve and enhance heritage resources; b) To increase public awareness of the nature and importance of heritage resources to the community; c) To respect private property rights in the protection of heritage resources.	-Changes to the PPS 2020 include updated policies for consulting with indigenous communities.	<b>Add the following to the end of the Section:</b>  d) To encourage engaging and partnering with Indigenous communities to consider their interests when identifying, protecting and managing cultural heritage resources and archaeological resources.
<u>2.11.3 PROTECTION OF HERITAGE RESOURCES</u> The Municipality shall use its best efforts to identify, protect, conserve and enhance its heritage resources. Development and redevelopment which is sensitive to heritage resources, which incorporates and utilizes heritage resources, and which is in harmony with heritage resources, shall be encouraged.	-Updates to conform to requirements under the PPS 2020 to ensure archaeological resources are not negatively impacted by development.	<b>Amend the Section as follows:</b>  The Municipality shall use its best efforts to identify, protect, conserve and enhance its heritage resources. <del>Development and site alteration shall not be permitted on lands containing archaeological resources or areas of archaeological potential unless significant archaeological resources have been conserved.</del> Development and redevelopment which is sensitive to heritage resources, which incorporates and utilizes heritage resources, and which is in harmony with heritage resources, shall be encouraged.
<b>3.0 URBAN AREAS: GLENCOE</b>		
<u>3.1 CHARACTER</u> Glencoe is by far the largest settlement area of Southwest Middlesex and the only settlement area that qualifies as an ‘urban area’ under the Official Plan of the County of Middlesex. Its population in 2006 was recorded at 2095 persons, down from its 2001 population of 2152. Being the largest settlement area in Southwest Middlesex, Glencoe functions as its administrative, business, education, health and recreation centre. It offers a wide range of basic goods and services and has, for its size, a significant industrial base.	-Statistics Canada has released updated population information from the 2021 census.	<b>Amend the Section as follows:</b>  Glencoe is by far the largest settlement area of Southwest Middlesex and the only settlement area that qualifies as an ‘urban area’ under the Official Plan of the County of Middlesex. Its population in <del>2006</del> 2021 was recorded at <del>2095</del> 2,158 persons, <del>up</del> <del>down</del> from its <del>2001</del> 2016 population of <del>2152</del> 2,126. Being the largest settlement area in Southwest Middlesex, Glencoe functions as its administrative, business, education, health and recreation centre. It offers a wide range of basic goods and services and has, for its size, a significant industrial base.
<u>3.2 DESIGN POPULATION</u> Future growth in Glencoe is largely predicated on its ability to attract residential and industrial development. Its attraction as a ‘bedroom community’ is limited by its distance to neighbouring employment centres (primarily Strathroy, St.Thomas and London) and the existence of closer, smaller centres which provide comparable amenities. While Glencoe has a small labour force and is somewhat distant from major highways, it has been able to attract two reasonably large auto-parts plants. Based on a population of 2095 in 2006, its population constitutes 35.6% of the population of Southwest Middlesex as-a-whole. Assuming it maintains its share of the population of the Municipality as-a-whole, its population by the end of the planning period would be just over 2500. There is reason to believe its share would actually increase given its ability to offer fully serviced lands for development and the servicing restrictions in place in other settlement areas in Southwest Middlesex. The design population shall be reviewed every 5 years following the release of the census by Statistics Canada.	-Statistics Canada has released updated population information from the 2021 census.	<b>Amend the Section as follows:</b>  Future growth in Glencoe is largely predicated on its ability to attract residential and industrial development. Its attraction as a ‘bedroom community’ is limited by its distance to neighbouring employment centres (primarily Strathroy, St.Thomas and London) and the existence of closer, smaller centres which provide comparable amenities. While Glencoe has a small labour force and is somewhat distant from major highways, it has been able to attract two reasonably large auto-parts plants. Based on a population of <del>2095</del> 2158 in <del>2021</del> 2006, its population constitutes <del>35.6</del> 36.6% of the population of Southwest Middlesex as-a-whole. Assuming it maintains <del>its share of the population of the Municipality as-a-whole,</del> consistent growth, its population by the end of the planning period would be <del>increase by approximately 150 people to 2300</del> <del>just over 2500</del> . There is reason to believe its share would actually increase given its ability to offer fully serviced lands for development and the servicing restrictions in place in other settlement areas in Southwest Middlesex. The design population shall be reviewed every 5 years following the release of the census by Statistics Canada.

Current Policy Language	Rationale for Change	Proposed Language
<p><b>3.4.4.2 SECONDARY USES</b></p> <p>In addition to the primary uses, other uses may be permitted in areas designated “Residential” provided they complement and are compatible with these areas, primarily serve residential needs and do not detract from their predominantly residential character. These uses include churches, schools, neighbourhood parks, nursing and rest homes, day care centres, home occupations. The actual uses permitted shall be set out in the Zoning By-law. An amendment to the By-law may be required.</p>	<p>-Permit additional residential units in accordance with provincial policies and the criteria contained within the County Official Plan.</p>	<p><b>Amend the Section as follows:</b></p> <p>In addition to the primary uses, other uses may be permitted in areas designated “Residential” provided they complement and are compatible with these areas, primarily serve residential needs and do not detract from their predominantly residential character. These uses include churches, schools, neighbourhood parks, nursing and rest homes, day care centres, home occupations, <b>and Additional Residential Units in accordance with Section 2.5.10.</b> The actual uses permitted shall be set out in the Zoning By-law. An amendment to the By-law may be required.</p>
<p><b>3.4.5.2 PARKLAND DEDICATION</b></p> <p>The provisions of the Planning Act shall be used to acquire land dedications for park or other recreational purposes. In the case of residential lands, the dedication is limited to 5% of the lands being subdivided or developed whereas in the case of commercial and industrial development, the dedication is limited to 2%. In the case of medium density residential development, the Municipality may require lands be dedicated for park or other recreational purposes at the rate of 1.0 hectare for every 300 dwelling units.</p>	<p>-Implement recommendations from Southwest Middlesex Parks &amp; Recreation Master Plan 2021 to include updated parkland dedication rates provided under the <u>Planning Act</u>.</p>	<p><b>Amend the Section as follows:</b></p> <p>The provisions of the Planning Act shall be used to acquire land dedications for park or other recreational purposes. In the case of residential lands, the dedication is limited to 5% of the lands being subdivided or developed whereas in the case of commercial and industrial development, the dedication is limited to 2%. In the case of medium density residential development, the Municipality may require lands be dedicated for park or other recreational purposes at the rate of 1.0 hectare for every 300 dwelling units, <b>or where cash-in-lieu is accepted, it shall be provided at a calculated rate of one hectare per 500 dwelling units.</b></p>
<p><b>3.4.5.3 CASH-IN-LIEU</b></p> <p>Where adequate parkland is available or where more suitable sites exist elsewhere, a cash payment in lieu of a dedication of land for park purposes may be accepted which shall be used to purchase land elsewhere for park purposes or for other public recreational purposes. The amount of the payment shall be determined in accordance with the provisions of the Planning Act.</p>	<p>-Implement recommendations from Southwest Middlesex Parks &amp; Recreation Master Plan 2021 to include updated parkland dedication rates provided under the <u>Planning Act</u>.</p>	<p><b>Amend the Section as follows:</b></p> <p>Where adequate parkland is available, <del>or</del> where more suitable sites exist elsewhere, <b>or where parkland proposed to be conveyed does not meet the criteria in Section 3.4.5.4,</b> a cash payment in lieu of a dedication of land for park purposes may be accepted which shall be used to purchase land elsewhere for park purposes or for other public recreational purposes, in accordance with the provisions of the Planning Act. <b>The value of the subject lands shall be determined by an appraisal authorized by the Municipality, in accordance with the provisions of the Planning Act. This Plan recognizes the conveyance of land as the preferred method of parkland dedication.</b></p>



Current Policy Language	Rationale for Change	Proposed Language
<p><b>3.4.5.4 ACQUISITION</b></p> <p>Lands for park purposes shall primarily be acquired through dedications as a condition of lands being subdivided or otherwise developed, or through purchase using monies received from cash-in-lieu of providing parkland in areas where parkland is not considered necessary or appropriate. Lands proposed to be dedicated to the Municipality for park purposes shall be evaluated on the basis of the following criteria:</p> <ul style="list-style-type: none"><li>a) proximity and access to existing recreation facilities and parks;</li><li>b) proximity and access to users;</li><li>c) size, shape, topography and drainage;</li><li>d) potential development and maintenance costs;</li><li>e) potential for expansion.</li></ul>	<p>-Implement recommendations from Southwest Middlesex Parks &amp; Recreation Master Plan 2021 to provide additional considerations for accepting parkland dedication to ensure the suitability of the land for providing recreation uses.</p>	<p><b>Amend the Section as follows:</b></p> <p>Lands for park purposes shall primarily be acquired through dedications as a condition of lands being subdivided or otherwise developed, or through purchase using monies received from cash-in-lieu of providing parkland in areas where parkland is not considered necessary or appropriate. Lands proposed to be dedicated to the Municipality for park purposes shall be evaluated on the basis of the following criteria:</p> <ul style="list-style-type: none"><li>a) proximity and access to existing recreation facilities and parks;</li><li>b) proximity and access to users;</li><li>c) <b>the</b> size, shape, topography and drainage of the parkland parcel. <b>The development of parkland parcels that are smaller than 0.5 hectares in size shall be discouraged, unless it is necessary to reconcile gap areas;</b></li><li>d) <b>suitability of supporting a variety of active and passive recreation uses. The acceptance of woodlots and environmentally sensitive as parkland dedication should be discouraged, although the Municipality may assume these lands (over and above the required amount) for the purposes of protecting natural areas for passive recreation and educational uses</b></li><li>e) <b>adequate street frontage</b></li><li>f) potential development and maintenance costs;</li><li>g) potential for expansion.</li></ul>
<b>4.0 COMMUNITY AREAS: WARDSVILLE</b>		
<p><b>4.1 CHARACTER</b></p> <p>The only settlement area in Southwest Middlesex that potentially qualifies as a ‘Community Area’ under the County of Middlesex Official Plan is the Village of Wardsville. In 2006, its population was recorded at 374 (Statistics Canada), a decline of its 2001 recorded population of 417. While Wardsville currently serves a community function, like many small villages and hamlets removed from large population and employment centres in southwestern Ontario, it has witnessed a decline in terms of the goods and services it once offered. It nevertheless has the potential to accommodate future population growth.</p>	<p>-Statistics Canada has released updated population information from the 2021 census.</p>	<p><b>Amend the Section as follows:</b></p> <p>The only settlement area in Southwest Middlesex that potentially qualifies as a ‘Community Area’ under the County of Middlesex Official Plan is the Village of Wardsville. In <b>2006 2021</b>, its population was recorded at <b>374 420</b> (Statistics Canada), a <b>decline increase</b> of its <b>2001 2016</b> recorded population of <b>417 382</b>. While Wardsville currently serves a community function, like many small villages and hamlets removed from large population and employment centres in southwestern Ontario, it has witnessed a decline in terms of the goods and services it once offered. It nevertheless has the potential to accommodate future population growth.</p>

Current Policy Language	Rationale for Change	Proposed Language
<p><b>4.2 DESIGN POPULATION</b></p> <p>Historically, the population of Wardsville has been stable or in a state of decline. Its highest ever recorded population was 540 in 1881. In the absence of a proactive and effective strategy to induce persons to move to Wardsville and the provision of housing sought by senior citizens, Wardsville may well continue to stagnate and possibly decline further. In fact, the 2006 population of Wardsville recorded by Statistics Canada showed a further decline to 374 persons. Assuming a modest annual growth rate (0.5%) and based on a 2001 population of 374 persons, the population of Wardsville may be in the order of 500 persons by 2026, being the end of the planning period. This target population shall be reviewed every 5 years following the release of the census by Statistics Canada.</p>	<p>-Statistics Canada has released updated population information from the 2021 census.</p>	<p><b>Amend the Section as follows:</b></p> <p>Historically, the population of Wardsville has been stable or in a state of decline. Its highest ever recorded population was 540 in 1881. <del>The population of Wardsville has increased from 382 in 2016 to 420 in 2021, Current population projections anticipate moderate to high growth in housing to the end of the planning horizon in 2046. In the absence of a proactive and effective strategy to induce persons to move to Wardsville and the provision of housing sought by senior citizens, Wardsville may well continue to stagnate and possibly decline further. In fact, the 2006 population of Wardsville recorded by Statistics Canada showed a further decline to 374 persons. Assuming a modest annual growth rate (0.5%) and based on a 2001 population of 374 persons, the population of Wardsville may be in the order of 500 persons by 2026, being the end of the planning period.</del></p> <p>Based on the current projections for the Municipality and assuming that Wardsville maintains a similar proportion of the population, it is projected that the population of Wardsville would increase to approximately 450 people. This target population shall be reviewed every 5 years following the release of the census by Statistics Canada.</p>
<p><b>4.4.1.2 SECONDARY USES</b></p> <p>In addition to the primary uses, other uses may be permitted in areas designated “Residential” provided they complement and are compatible with these areas and do not detract from the established residential character of these areas. These uses include churches, schools, neighbourhood parks, nursing and rest homes, day care centres, home occupations. The actual uses permitted shall be set out in the Zoning By-law. An amendment to the By-law may be required.</p>	<p>-Permit additional residential units in accordance with provincial policies and the criteria contained within the County Official Plan.</p>	<p><b>Amend the Section as follows:</b></p> <p>In addition to the primary uses, other uses may be permitted in areas designated “Residential” provided they complement and are compatible with these areas and do not detract from the established residential character of these areas. These uses include <del>places of worship churches</del>, schools, neighbourhood parks, nursing and rest homes, day care centres, home occupations, <del>and Additional Residential Units in accordance with Section 2.5.10.</del> The actual uses permitted shall be set out in the Zoning By-law. An amendment to the By-law may be required.</p>
<p><b>4.4.3.3 PARKLAND DEDICATION</b></p> <p>The provisions of the Planning Act shall be used to acquire land dedications for park or other recreational purposes. In the case of residential lands, the dedication is limited to 5% of the lands being subdivided or developed whereas in the case of commercial and industrial development, the dedication is limited to 2%. In the case of medium density residential development, the Municipality may require lands be dedicated for park or other recreational purposes at the rate of 1.0 hectare for every 300 dwelling units.</p>	<p>-Implement recommendations from Southwest Middlesex Parks &amp; Recreation Master Plan 2021 to provide additional considerations for accepting parkland dedication to ensure the suitability of the land for providing recreation uses.</p>	<p><b>Amend the Section as follows:</b></p> <p>The provisions of the Planning Act shall be used to acquire land dedications for park or other recreational purposes. In the case of residential lands, the dedication is limited to 5% of the lands being subdivided or developed whereas in the case of commercial and industrial development, the dedication is limited to 2%. In the case of medium density residential development, the Municipality may require lands be dedicated for park or other recreational purposes at the rate of 1.0 hectare for every 300 dwelling units, <del>or where cash-in-lieu of parkland is accepted, it shall be provided at a calculated rate of one hectare per 500 dwelling units.</del></p>

Current Policy Language	Rationale for Change	Proposed Language
<p><u>4.4.3.4. CASH-IN-LIEU</u></p> <p>Where adequate parkland is available or where more suitable sites exist elsewhere, a cash payment in lieu of a dedication of land for park purposes may be accepted which shall be used to purchase land elsewhere for park purposes or for other public recreational purposes. The amount of the payment shall be determined in accordance with the provisions of the Planning Act.</p>	<p>-Implement recommendations from Southwest Middlesex Parks &amp; Recreation Master Plan 2021 to include updated parkland dedication rates provided under the <u>Planning Act</u>.</p>	<p><b>Amend the Section as follows:</b></p> <p>Where adequate parkland is available, <del>or</del> where more suitable sites exist elsewhere, <b>or where parkland proposed to be conveyed does not meet the criteria in Section 3.4.5.4,</b> a cash payment in lieu of a dedication of land for park purposes may be accepted which shall be used to purchase land elsewhere for park purposes or for other public recreational purposes, in accordance with the provisions of the Planning Act. <b>The value of the subject lands shall be determined by an appraisal authorized by the Municipality, in accordance with the provisions of the Planning Act. This Plan recognizes the conveyance of land as the preferred method of parkland dedication.</b></p>



Current Policy Language	Rationale for Change	Proposed Language
<p><b>4.4.3.5 ACQUISITION</b></p> <p>Lands for park purposes shall primarily be acquired through dedications as a condition of lands being subdivided or otherwise developed, or through purchase using monies received from cash-in-lieu of providing parkland in areas where parkland is not considered necessary or appropriate. Lands proposed to be dedicated to the Municipality for park purposes shall be evaluated on the basis of the following criteria:</p> <ul style="list-style-type: none"><li>h) proximity and access to existing recreation facilities and parks;</li><li>i) proximity and access to users;</li><li>j) size, shape, topography and drainage;</li><li>k) potential development and maintenance costs;</li><li>l) potential for expansion.</li></ul>	<p>-Implement recommendations from Southwest Middlesex Parks &amp; Recreation Master Plan 2021 to provide additional considerations for accepting parkland dedication to ensure the suitability of the land for providing recreation uses.</p>	<p><b>Amend the Section as follows:</b></p> <p>Lands for park purposes shall primarily be acquired through dedications as a condition of lands being subdivided or otherwise developed, or through purchase using monies received from cash-in-lieu of providing parkland in areas where parkland is not considered necessary or appropriate. Lands proposed to be dedicated to the Municipality for park purposes shall be evaluated on the basis of the following criteria:</p> <ul style="list-style-type: none"><li>m) proximity and access to existing recreation facilities and parks;</li><li>n) proximity and access to users;</li><li>o) <b>the size, shape, topography and drainage of the parkland parcel. The development of parkland parcels that are smaller than 0.5 hectares in size shall be discouraged, unless it is necessary to reconcile gap areas;</b></li><li>p) <b>suitability of supporting a variety of active and passive recreation uses. The acceptance of woodlots and environmentally sensitive as parkland dedication should be discouraged, although the Municipality may assume these lands (over and above the required amount) for the purposes of protecting natural areas for passive recreation and educational uses</b></li><li>q) <b>adequate street frontage</b></li><li>r) potential development and maintenance costs;</li><li>s) potential for expansion.</li></ul>

Current Policy Language	Rationale for Change	Proposed Language
<b>5.0 RURAL ARA</b>		
<b>5.4.1 AGRICULTURAL</b>		
<b>5.4.1.1 PRIMARY USES</b> Within areas designated 'Agricultural' on Schedule 'E', the primary use of land shall be for the cultivation of land, the raising of livestock and the growing of trees. A full range of agricultural activity shall be permitted including cash crops, livestock, market gardening, tobacco farming, specialty crops, aquaculture, horticulture and forestry, and buildings and structures associated therewith. The actual uses permitted shall be set out in the Zoning By-law.	-The PPS defines agricultural uses as follows:  <i><b>Agricultural uses:</b> means the growing of crops, including nursery, biomass, and horticultural crops; raising of livestock; raising of other animals for food, fur or fibre, including poultry and fish; aquaculture; apiaries; agro-forestry; maple syrup production; and associated on-farm buildings and structures, including, but not limited to livestock facilities, manure storages, value-retaining facilities, and accommodation for full-time farm labour when the size and nature of the operation requires additional employment.</i>  -Align the permitted agricultural uses with those of the PPS	<b>Amend the section as follows:</b>  Within areas designated 'Agricultural' on Schedule 'E', the primary use of land shall be for the cultivation of land, the raising of livestock and other animals for food, fur or fibre and the growing of trees. A full range of agricultural activity shall be permitted including cash crops, livestock, market gardening, tobacco farming, specialty crops, aquaculture, horticulture and forestry, value-retaining facilities, and buildings and structures associated therewith. <b>Where the size and nature of the farm operation requires additional farm employment, accommodation for farm labour may be provided.</b> The actual uses permitted shall be set out in the Zoning By-law.
<b>5.4.1.2 SECONDARY USES</b> In addition to the primary uses, lands designated "Agricultural" may be used for other purposes provided that such other uses primarily serve or are otherwise directly related to, or complement, agricultural activity. Uses which would not be detrimental, offensive or conflict with agricultural activities and which are necessarily located in the rural area due to their nature or their potential to create conflicts if located within settlement areas may also be permitted. Secondary uses may include agriculturally-related commercial and industrial uses, dog kennels, wildlife preserves, passive outdoor recreation uses, exploration and extraction of petroleum, commercial wind generation systems, farm occupations and home occupations. The actual uses permitted shall be set out in the Zoning By-law. An amendment to the By-law may be required.	-Align the permitted agricultural uses with those of the PPS -Include on-farm diversified uses and additional residential units (ARU's) as permitted by the PPS	<b>Amend the Section as follows:</b>  In addition to the primary uses, lands designated "Agricultural" may be used for other purposes provided that such other uses primarily serve or are otherwise directly related to, or complement, agricultural activity. Uses which would not be detrimental, offensive or conflict with agricultural activities and which are necessarily located in the rural area due to their nature or their potential to create conflicts if located within settlement areas may also be permitted. Secondary uses may include agriculturally-related commercial and industrial uses, dog kennels, wildlife preserves, passive outdoor recreation uses, exploration and extraction of petroleum, commercial wind generation systems, farm occupations and home occupations, <b>on-farm diversified uses, and Additional Residential Units in accordance with Section 2.5.10.</b> The actual uses permitted shall be set out in the Zoning By-law. An amendment to the By-law may be required.
<b>5.4.1.5 LIVESTOCK BUILDINGS AND MANURE STORAGE FACILITIES</b> New and enlarged livestock buildings and manure storage facilities shall only be permitted in accordance with the Nutrient Management Act and its accompanying regulations. Compliance with the Minimum Distance Separation (MDS II) shall be required unless a minor variance is otherwise granted. Depending on the capacity of the new or enlarged livestock building or manure storage facility, preparation of a nutrient management plan may be required. Nutrient management plans are required for existing livestock operations and manure storage facilities in accordance with the requirements of the <u>Nutrient Management Act</u> .	-Reference to OMAFRA's 'The Minimum Distance Separation (MDS) Document, Formula and Guidelines for Livestock Facilities and Anaerobic Digester Odour Setbacks – Publication 853'.	<b>Amend the Section as follows:</b>  New and enlarged livestock buildings and manure storage facilities shall only be permitted in accordance with the <u>Nutrient Management Act</u> and its accompanying regulations. Compliance with the Minimum Distance Separation (MDS II), <b>as set out in The Minimum Distance Separation (MDS) Document, Formula and Guidelines for Livestock Facilities and Anaerobic Digester Odour Setbacks – Publication 853 as amended or revised from time to time</b> shall be required unless a minor variance is otherwise granted. Depending on the capacity of the new or enlarged livestock building or manure storage facility, preparation of a nutrient management plan may be required. Nutrient management plans are required for existing livestock operations and manure storage facilities in accordance with the requirements of the <u>Nutrient Management Act</u> .

Current Policy Language	Rationale for Change	Proposed Language
<p>5.4.1.6 DIVISION OF FARM PARCELS</p> <p>The splitting of prime agricultural land into smaller parcels shall generally be discouraged. Where the splitting of prime agricultural land is proposed, the proponent shall demonstrate that the resulting smaller parcels will have no detrimental impact on agricultural productivity, operating efficiency and future farming options. In considering such applications, regard shall also be had to:</p> <ul style="list-style-type: none"><li>a) the need to discourage the unwarranted fragmentation of farmland;</li><li>b) the agricultural capability of the land;</li><li>c) the type of agricultural activity engaged in and proposed to be engaged in;</li><li>d) whether both parcels are sufficiently large to constitute viable production units and to meet changing market conditions;</li><li>e) whether both parcels are suitable for the type of agriculture common in the area and the size of both parcels is appropriate to the type of agriculture proposed;</li><li>f) the viability of cultivating smaller parcels with current farm machinery and equipment;</li><li>g) the need to discourage the creation of new parcels primarily for residential purposes</li><li>h) the minimum farm parcel size as established in the Zoning By-law.</li><li>i) the policies of the County of Middlesex Official Plan which discourages the creation of agricultural parcels less than 40 hectares.</li></ul>	<p>-Reflect policies of the PPS 2020 to add that the creation of residential lots (with the exception of surplus farm dwelling severances) is not permitted;</p> <p>-Update to include PPS policy with respect to minor boundary adjustments</p>	<p><b>Amend Section 5.4.1.6 by adding the following at the end of the Section:</b></p> <p>“The creation of residential lots on lands designated ‘Agricultural’ shall not be permitted with the exception of residential lots for the purposes of the disposal of a surplus farm dwelling in accordance with Section 5.4.1.7.</p> <p>Lot adjustments for legal or technical reasons, including easements, corrections of deeds, quit claims and minor boundary adjustments which do not result in the creation of a new lot, shall be permitted in accordance with Section 8.2.4.3.”</p>

Current Policy Language	Rationale for Change	Proposed Language
<p><b>5.4.1.7 DISPOSAL OF SURPLUS FARM DWELLINGS</b></p> <p>Dwellings considered surplus to the needs of a farm as a result of farm consolidation, being the acquisition of additional farm parcels not necessarily contiguous to the home farm or base of operations, may be severed from the balance of the farm provided that the dwelling was constructed prior to 1999. The following criteria shall be satisfied:</p> <ul style="list-style-type: none"> <li>j) <u>new dwellings</u>: The remaining farmland shall be zoned in a manner which prohibits the erection of any new dwelling in the future.</li> <li>k) <u>farm buildings</u>: Farm buildings deemed to be surplus to the needs of the farm or incompatible with the proposed surplus farm dwelling if retained with the farm, may be required to be demolished or removed as a condition of consent. Proximity to the surplus dwelling and proposed lot lines, compliance with the Minimum Distance Separation (MDS) Formulae and the heritage quality, structural condition and proposed use of the farm building shall be governing factors to whether demolition or removal will be required. Where such buildings are structurally sound, have potential for alternative and compatible uses and/or more likely to be maintained, they may be severed along with the surplus dwelling. A re-zoning may be required and site plan control may apply.</li> <li>l) <u>agricultural land</u>: The loss of productive agricultural land shall be minimized by keeping the size of the lot being created to dispose the surplus farm dwelling or buildings as small as possible taking into account the location of the dwelling, accessory buildings, driveway, natural features and on-site water supply and sanitary waste disposal systems.</li> <li>m) <u>water supply</u>: An adequate and potable water supply shall be available to the surplus dwelling. The availability of an adequate and secure water supply shall be demonstrated to the satisfaction of the Municipality.</li> <li>n) <u>sanitary waste disposal</u>: The existing sanitary waste disposal system serving the dwelling shall be up-graded to current standards, if necessary, and wholly contained within the required setbacks of the proposed lot to the satisfaction of the Municipality.</li> <li>o) <u>vehicular access</u>: Vehicular access shall be available or made available from a road of reasonable construction and maintenance to the satisfaction of the County or the Municipality, as the case may be. Existing, substandard entrances may be required to be up-graded to current standards. Access shall not be permitted or retained where safety hazards could result due to poor sight lines; proximity to a traffic intersection or railway crossing; or due to the traffic flow characteristics of road. Where the proposed lot has or would require access to a County Road, compliance with the policies and requirements of the County of Middlesex shall be required.</li> <li>p) <u>proximity to neighbouring livestock operations</u>: Creation of the proposed lot shall not be permitted where it would have a detrimental impact on the operation, expansion or flexibility of any nearby livestock operation. Compliance with the Minimum Distance Separation Formula (MDS I) shall not be required. An environmental warning clause may be required on title alerting potential and future purchasers of the dwelling that they may be affected by odours from neighbouring livestock operations.</li> <li>q) <u>lot frontage, depth and size</u>: The frontage, depth and size of the proposed lot shall be suitable for the purpose intended and shall comply with the requirements of the Zoning By-law. An amendment to the By-law shall be required.</li> </ul>	<p>-Pending revisions being considered to the County of Middlesex Official Plan include removal of the 1999 date and replacing it with a “floating” date of a minimum of 20 years</p> <p>-Need to re-inforce the language of the Provincial Policy Statement 2020 that “the new lot will be limited to a minimum size needed to accommodate the use and appropriate sewage and water services.”</p>	<p><b>Amend the introduction to Section 5.4.1.7 as follows:</b></p> <p>“Dwellings considered surplus to the needs of a farm as a result of farm consolidation, being the acquisition of additional farm parcels not necessarily contiguous to the home farm or base of operations, may be severed from the balance of the farm provided that the dwelling <b>has been in existence for a minimum of 10 years</b>. The following criteria shall be satisfied:”</p> <p><b>Amend subsection c) as follows”</b></p> <p><u>agricultural land</u>; The loss of productive agricultural land shall be minimized by keeping the size of the lot being created to dispose the surplus farm dwelling or buildings <b>to the minimum size required to accommodate the use and appropriate on-site water supply and sanitary waste disposal systems. In evaluating lot size as it relates to the residential use of the new lot, the location of the dwelling, accessory buildings, driveway access, landscaped open space and natural features will be considered.</b></p>

Current Policy Language	Rationale for Change	Proposed Language
<p><b>5.4.1.9 SECONDARY FARM OCCUPATIONS</b></p> <p>Secondary Farm Occupations conducted within a building other than a dwelling may be permitted on a farm provided they remain clearly secondary to the agricultural use being engaged in on the farm; provided they are agriculturally-related or do not adversely affect neighbouring agricultural operations or the rural character; provided they are operated only by those residing on the property on which the secondary farm occupation is located, including not more than three non-family members; and provided the building is located in close proximity to existing buildings on the farm. Water supply and sanitary sewage services shall be appropriate to the activity being engaged in. Standards applying to secondary farm occupations shall be prescribed in the Zoning By-law. Outside storage associated with a secondary farm occupation shall be limited in scale and be screened from view from surrounding roads.</p>	<p>-Recent amendments to the Provincial Policy Statement 2020 (PPS) now focus on the term and criteria for the consideration of so-called “On-farm Diversified Uses” as opposed to “secondary farm occupations;</p> <p>-The Plan should be updated to reflect the new terminology and criteria.</p>	<p><b>Delete Section 5.4.1.9 and replace with the following:</b></p> <p><b>5.4.1.9 On-Farm Diversified Uses</b></p> <p>The Municipality acknowledges the importance to the agricultural community of enabling farm operators to diversify while at the same time supplement income from the farm operation. A variety of uses may qualify as on-farm diversified uses provided such uses are related to agriculture, supportive of agriculture or are able to co-exist with agriculture without conflict. An amendment to the Official Plan shall not be required to establish such uses and the following general criteria shall apply:</p> <div><div>a) it shall be demonstrated that such uses cannot be located within a settlement area and</div><div>b) such uses shall be located on a farm property which is actively used for agricultural purposes;</div><div>c) such uses shall be clearly secondary to the principal agricultural use of the lands;</div><div>d) such uses shall be limited in size and lot coverage as more specifically defined and regulated in the Zoning By-law;</div><div>e) such uses may be permitted subject to the approval of ‘site-specific’ zoning;</div><div>f) such uses shall be compatible with, and shall not hinder, neighbouring agricultural operations or conflict with adjacent sensitive uses;</div><div>g) such uses will be adequately serviced;</div><div>h) where such uses would be characterized by a higher density of human occupancy, such as accommodation uses, agri-tourism, and retail operations, they may be required to comply with Minimum Distance Separation Formulae.</div></div> <p>Proposals to establish on-farm diversified uses will be evaluated in accordance with the <u>Guidelines on Permitted Uses in Ontario’s Prime Agricultural Areas</u> (Publication 851) authored by the Ministry of Agriculture, Food and Rural Affairs.”</p>

Current Policy Language	Rationale for Change	Proposed Language
<p><u>5.4.1.10 SECOND DWELLINGS AND SEASONAL LIVING QUARTERS ON FARMS</u></p> <p>The placement of a second dwelling on a farm may be permitted for a temporary period of time to a maximum of 10 years as stipulated by the Planning Act. In such instances, consideration shall only be given to situations where the nature of the farm operation warrants that such accommodation is required for the purposes of farm help or farm family members engaged in a meaningful capacity in the operation of the farm. Seasonal living quarters for migrant farm workers and other farm help to meet the needs of agriculture or agriculturally-related industries may also be considered on a temporary basis. The temporary dwelling or living quarters shall be located within close proximity to the existing cluster of farm buildings and in compliance with the Minimum Distance Separation (MDS I) unless a minor variance is granted with respect to any neighbouring livestock facility. A Temporary Use By-law shall be adopted and an agreement entered into with the Municipality which addresses occupancy of the dwelling or living quarters and their removal or conversion to other uses at the end of the temporary period.</p>	<p>-Align wording with <u>Planning Act</u> and to distinguish temporary garden suites with additional residential units and permit for a period of up to 20 years.</p> <p>-Reference additional criteria provided in the County Official Plan.</p>	<p><b>Amend the Section as follows:</b></p> <p>5.4.1.10 <del>SECOND DWELLINGS</del> GARDEN SUITES AND SEASONAL LIVING QUARTERS ON FARMS</p> <p>The placement of a second dwelling on a farm may be permitted for a temporary period of time to a maximum of <del>10</del> 20 years as stipulated by the Planning Act. In such instances, consideration shall only be given to situations where the nature of the farm operation warrants that such accommodation is required for the purposes of farm help or farm family members engaged in a meaningful capacity in the operation of the farm. Seasonal living quarters for migrant farm workers and other farm help to meet the needs of agriculture or agriculturally-related industries may also be considered on a temporary basis. The temporary dwelling or living quarters shall be located within close proximity to the existing cluster of farm buildings and in compliance with the Minimum Distance Separation (MDS I) unless a minor variance is granted with respect to any neighbouring livestock facility. <del>The temporary dwelling or living quarters should have adequate access, be provided with adequate servicing, and minimize the loss of agricultural land.</del> A Temporary Use By-law shall be adopted and an agreement entered into with the Municipality which addresses occupancy of the dwelling or living quarters and their removal or conversion to other uses at the end of the temporary period.</p>
<p><u>5.4.1.17 AGGREGATE RESOURCES</u></p> <p>While Southwest Middlesex is considered ‘aggregate poor’ insofar as there are no known deposits of aggregate which are commercially viable to extract, should such aggregate be discovered and before consideration is given to amending the Zoning By-law to permit extraction, the Plan shall be amended to identify the limits of the resource and the criteria to be satisfied before extraction would be allowed to take place. Impact on natural heritage features, compatibility with neighbouring uses and effective rehabilitation shall be key considerations. A license under the Aggregate Resources Act shall also be required.</p>	<p>-Update mineral extraction policies to be consistent with the 2020 PPS;</p> <p>- Resource extraction is permitted as an interim use provided that the site is rehabilitated back to an agricultural condition.</p>	<p><b>-amend Section 5.4.1.17 by adding the following at the end of the Section:</b></p> <p>“Resource extraction may be permitted as an interim use provided the lands are restored to a condition whereby substantially the same area and same average soil capability for agriculture is reinstated to the satisfaction of the Municipality.”</p>
<b>5.4.2 HAMLETS</b>		
<p><u>5.4.2.2 SECONDARY USES</u></p> <p>In addition to the primary uses, other uses may be permitted provided they are compatible with the scale and function of the hamlet. These uses shall include small scale commercial and industrial uses, institutional and recreational uses such as parks, schools and churches, home occupations. The actual uses permitted shall be set out in the Zoning By-law. An amendment to the By-law may be required.</p>	<p>-Permit additional residential units in accordance with provincial policies and the criteria contained within the County Official Plan.</p>	<p><b>Amend the Section as follows:</b></p> <p>In addition to the primary uses, other uses may be permitted provided they are compatible with the scale and function of the hamlet. These uses shall include small scale commercial and industrial uses, institutional and recreational uses such as parks, schools and churches, home occupations, <del>and Additional Residential Units in accordance with Section 2.5.10.</del> The actual uses permitted shall be set out in the Zoning By-law. An amendment to the By-law may be required.</p>



Current Policy Language	Rationale for Change	Proposed Language
<b>5.4.3 RURAL RESIDENTIAL</b>		
<p><u>5.4.3.5 SPECIAL DEVELOPMENT AREA – KRISTA LANE</u></p> <p>A 'Special Development Area' refers to a specific location or development that specific policies are deemed necessary as a result of the history, previous commitments or the unique or otherwise special characteristics of these areas.</p> <p>The area known as Krista Lane lying in Lot 1, Concession II of the former Township of Ekfrid was created in the early 1970's as an 18 lot development on the eve of the enactment of subdivision control across the Province. Lands were surveyed for a public road, although the road was never completely constructed (until recently). Seven of the original 18 lots were built before a comprehensive Zoning By-law was enacted by the Township in 1978 and further development prevented. In 2002, the Municipality of Southwest Middlesex entered into an agreement with the owners of the remaining undeveloped lots which lead to the installation of a municipal water supply, up-grading and extension of the then private road and assumption by the Municipality, drainage improvements and other matters. The agreement provides for the development of the remaining lots subject to a further agreement with the owner of an individual lot prior to the issuance of a building permit. Until such time as an agreement has been entered into with the Municipality for the development of an individual lot, the undeveloped lot may be placed in a 'holding' type zone in accordance with the provisions of the Planning Act.</p>	<p>-The Development Agreement that applies to the subject undeveloped lots on Krista Lane was amended in 2014 with requirements that must be fulfilled before development can take place. The proposed policy changes reflect these updates, as well as identify that development on the subject lands is subject to the approval of the Lower Thames Valley Conservation Authority.</p>	<p><b>Amend the Section as follows:</b></p> <p>A 'Special Development Area' refers to a specific location or development that specific policies are deemed necessary as a result of the history, previous commitments or the unique or otherwise special characteristics of these areas.</p> <p>The area known as Krista Lane lying in Lot 1, Concession II of the former Township of Ekfrid was created in the early 1970's as an 18 lot development on the eve of the enactment of subdivision control across the Province. Lands were surveyed for a public road, although the road was never completely constructed (until recently). Seven of the original 18 lots were built before a comprehensive Zoning By-law was enacted by the Township in 1978 and further development prevented. In 2002, the Municipality of Southwest Middlesex entered into an agreement with the owners of the remaining undeveloped lots which lead to the installation of a municipal water supply, up-grading and extension of the then private road and assumption by the Municipality, drainage improvements and other matters. <del>The development agreement was subsequently amended in 2014 to address matters including, but not limited to, the assessment of impacts to groundwater, protection of building foundations, storm water management, maintenance of natural heritage buffers, servicing, the removal of the wetland designation from the subject lot by the Ministry of Natural Resources and Forestry, and consultation with the Ministry of Natural Resources and Forestry regarding species-at-risk.</del> The agreement provides for the development of the remaining lots subject to a further agreement with the owner of an individual lot prior to the issuance of a building permit. <del>Until such time as an agreement has been entered into with the Municipality for the development of an individual lot, the undeveloped lot may be placed in a 'holding' type zone in accordance with the provisions of the Planning Act.</del> As the undeveloped lots lie within the J. Thompson Wetland, a provincially significant wetland or PSW, any development thereof requires the approval of the Lower Thames Valley Conservation Authority in accordance with Ontario Regulation 152/06.</p>

Current Policy Language	Rationale for Change	Proposed Language
6.0 INFRASTRUCUTRE		
N/A	-Pedestrian-oriented development, including active transportation, is considered a matter of provincial interest that land use planning decisions must have regard for. Include active transportation as defined under the PPS 2020.	<p><b>Create the following new section:</b></p> <p>This Plan recognizes the important role active transportation providing complete, healthy, and sustainable communities. Active transportation is defined as human-powered travel, including but not limited to, walking cycling, inline skating and travel with the use of mobility aids, Mobility aids may include motorized wheelchairs and other power-assisted devices moving at a comparable speed. This Plan supports opportunities for the development of an active transportation network that promotes physical activity and alternative and more cost effective travel. Development should be design ed in a manner that promotes safe, convenient, and attractive active transportation options for pedestrian and cyclists within, and where feasible, between settlement areas.</p> <p>It is the policy of this Plan to support and encourage the development of sidewalks for pedestrian movement within its settlement areas. It is encouraged that development of both public and private lands for pedestrian and active transportation which are aimed at promoting public health through outdoor activities.</p> <p>The development of the active transportation network shall have consideration for the recommendations of the Southwest Middlesex Parks &amp; Recreation Master Plan 2021 and the Middlesex County Cycling Strategy.</p>



Current Policy Language	Rationale for Change	Proposed Language
<b>8.0 GENERAL</b>		
<b>8.2 IMPLMENTATION</b>		
<p><u>8.2.2.2 SETTLEMENT AREA EXPANSION</u> Expansion to the boundary of a settlement area shall require an amendment to the Plan and shall be in accordance with a comprehensive review as set out in the Provincial Policy Statement. Insufficient opportunities for growth through intensification, redevelopment and new development to accommodate projected needs over the planning period shall be demonstrated.</p>	<p>-PPS 2020 contains additional criteria that must be met for the boundary of a settlement area to be expanded.</p>	<p><b>Amend the Section as follows:</b></p> <p><u>8.2.2.2 SETTLEMENT AREA EXPANSION</u> Expansion to the boundary of a settlement area shall require an amendment to the Plan and shall be in accordance with a comprehensive review as set out in the Provincial Policy Statement. <del>Insufficient opportunities for growth through intensification, redevelopment and new development to accommodate projected needs over the planning period shall be demonstrated.</del> and only where it has been demonstrated that:</p> <ul style="list-style-type: none"> <li>a) Sufficient opportunities to accommodate growth and to satisfy market demand are not available through intensification, redevelopment, and designated growth areas to accommodate the projected needs over the planning horizon;</li> <li>b) the infrastructure and public service facilities which are planned or available are suitable for the development over the long term, are financially viable over their life cycle, and protect public health and safety and the natural environment;</li> <li>c) In prime agricultural areas <ul style="list-style-type: none"> <li>i. the lands do not compromise specialty crop areas; and</li> <li>ii. there are no reasonable alternatives on lower priority agricultural lands in prime agricultural areas;</li> <li>iii. the new or expanding settlement areas are in compliance with Minimum Distance Separation formulae;</li> </ul> </li> <li>d) impacts from new or expanding settlement areas on agricultural operations which are adjacent or close to the settlement are mitigated to the extent feasible.</li> </ul>
<p>N/A</p>	<p>-PPS 2020 contains policies that now permit the adjustment of a settlement boundary area outside of a comprehensive review subject to certain criteria.</p>	<p><b>Create the following new section:</b></p> <p><u>8.2.2.3 SETTLEMENT AREA BOUNDARY ADJUSTMENT</u> Notwithstanding the policies in Section 8.2.2.2, adjustments to the settlement area boundaries may be permitted outside a comprehensive review provided:</p> <ul style="list-style-type: none"> <li>a) there would be no net increase in land within the settlement areas;</li> <li>b) the adjustment would support the municipality's ability to meet intensification and redevelopment targets established by the Municipality;</li> <li>c) prime agricultural areas are addressed in accordance with the policies in Section 8.2.2.2 c), d), and e); and</li> <li>d) the settlement area to which the lands would be added is appropriately serviced and there is sufficient reserve infrastructure capacity to service the lands.</li> </ul>

Current Policy Language	Rationale for Change	Proposed Language
<p><b>8.2.2.4 CONVERSION OF EMPLOYMENT LANDS</b></p> <p>Where lands are designated for industrial, commercial or other employment purposes and are proposed to be converted to non-employment purposes, an amendment to the Plan in accordance with a comprehensive review as set out in the Provincial Policy Statement shall be required. The lands shall not be required for employment purposes over the long term and the need for the conversion shall be justified.</p>	<p>-The PPS 2020 permits the conversion of employment lands outside of a comprehensive review subject to specific criteria that must be met.</p>	<p><b>Add the following text to the end of Section 8.2.2.4:</b></p> <p>The conversion of employment areas to a designation that permits non-employment uses by means of an amendment to the Plan may be permitted outside a comprehensive review provided the area has not been identified as provincially significant through a provincial plan exercise or as regionally significant by a regional economic development corporation working together with affected upper and single-tier municipalities and subject to the following:</p> <ul style="list-style-type: none"> <li>a) there is an identified need for the conversion and the land is not required for employment purposes over the long term;</li> <li>b) the proposed uses would not adversely affect the overall viability of the employment area; and</li> <li>c) existing or planned infrastructure and public service facilities are available to accommodate the proposed uses.</li> <li>d) the site proposed for conversion offers limited market choice for employment development due to size, configuration, or physical conditions;</li> <li>e) the site proposed for conversion does not possess the potential of being included in a future expansion of existing or neighbouring employment lands;</li> </ul>
<p><b>8.2.2.5 ADDITIONAL INFORMATION REQUIRED</b></p> <p>Where a person or public body requests an amendment to the Plan, the Municipality may require additional information that it considers it may need to make a decision on the request over and above what is required by the Planning Act and its accompanying regulations.</p>	<p>-Update policies to provide more specific information on potential planning application requirements and matters that may be required to be addressed.</p>	<p><b>Add the following text to the end of Section 8.2.2.5:</b></p> <p>Without limiting the generality of the foregoing, supporting documentation may include any or all of the following:</p> <ul style="list-style-type: none"> <li>• Archeological Assessment</li> <li>• Built Heritage Impacts</li> <li>• Conceptual Stormwater Management Plan</li> <li>• Cultural Heritage Impact Analysis</li> <li>• Environmental Impact Study (E.I.S.)</li> <li>• Geotechnical Report</li> <li>• Hydrogeological Report</li> <li>• Land Use Compatibility</li> <li>• Natural Hazards</li> <li>• Noise Analysis</li> <li>• Odours, Dust and Nuisance Impacts</li> <li>• Planning Justification Report</li> <li>• Record of Site Conditions (RSC)</li> <li>• Servicing Report</li> <li>• Topographic Survey</li> <li>• Traffic Impact Study</li> <li>• Tree Survey and Preservation Plan</li> <li>• Vibration Analysis</li> </ul>

Current Policy Language	Rationale for Change	Proposed Language
<p><b>8.2.4.6 ADDITIONAL INFORMATION REQUIRED</b></p> <p>Where a person or public body applies for a consent, the Municipality may require additional information that it considers it may need to make a decision on the request over and above what is required by the Planning Act and its accompanying regulations.</p>	<p>-Update policies to provide more specific information on potential planning application requirements and matters that may be required to be addressed.</p>	<p><b>Add the following text to the end of Section 8.2.4.6:</b></p> <p>Without limiting the generality of the foregoing, supporting documentation may include any or all of the following:</p> <ul style="list-style-type: none"> <li>• Archeological Assessment</li> <li>• Built Heritage Impacts</li> <li>• Conceptual Stormwater Management Plan</li> <li>• Cultural Heritage Impact Analysis</li> <li>• Environmental Impact Study (E.I.S.)</li> <li>• Geotechnical Report</li> <li>• Hydrogeological Report</li> <li>• Land Use Compatibility</li> <li>• Natural Hazards</li> <li>• Noise Analysis</li> <li>• Odours, Dust and Nuisance Impacts</li> <li>• Planning Justification Report</li> <li>• Record of Site Conditions (RSC)</li> <li>• Servicing Report</li> <li>• Topographic Survey</li> <li>• Traffic Impact Study</li> <li>• Tree Survey and Preservation Plan</li> <li>• Vibration Analysis</li> </ul>
<p><b>8.2.5.9 ADDITIONAL INFORMATION REQUIRED</b></p> <p>Where a person or public body requests an amendment to the Zoning By-law, the Municipality may require additional information that it considers it may need to make a decision on the request over and above what is required by the Planning Act and its accompanying regulations.</p>	<p>-Update policies to provide more specific information on potential planning application requirements and matters that may be required to be addressed.</p>	<p><b>Add the following text to the end of Section 8.2.5.9:</b></p> <p>Without limiting the generality of the foregoing, supporting documentation may include any or all of the following:</p> <ul style="list-style-type: none"> <li>• Archeological Assessment</li> <li>• Built Heritage Impacts</li> <li>• Conceptual Stormwater Management Plan</li> <li>• Cultural Heritage Impact Analysis</li> <li>• Environmental Impact Study (E.I.S.)</li> <li>• Geotechnical Report</li> <li>• Hydrogeological Report</li> <li>• Land Use Compatibility</li> <li>• Natural Hazards</li> <li>• Noise Analysis</li> <li>• Odours, Dust and Nuisance Impacts</li> <li>• Planning Justification Report</li> <li>• Record of Site Conditions (RSC)</li> <li>• Servicing Report</li> <li>• Topographic Survey</li> <li>• Traffic Impact Study</li> <li>• Tree Survey and Preservation Plan</li> <li>• Vibration Analysis</li> </ul>

Current Policy Language	Rationale for Change	Proposed Language
<p><b>8.2.8 SITE PLAN CONTROL</b></p> <p><b>8.2.8.1 SCOPE</b></p> <p>To ensure a high standard of development and to provide appropriate protection to adjacent uses, the entire Municipality shall be deemed to be a site plan control area. Within this area, development as defined by the Planning Act shall be subject to site plan control. A site plan control by-law shall be adopted by the Municipality which specifies the lands and type of development for which site plan approval shall be required.</p>	<p>-Reflect changes to site plan control under the <u>Planning Act</u> under provincial legislation.</p>	<p><b>Amend the Section as follows:</b></p> <p>To ensure a high standard of development and to provide appropriate protection to adjacent uses, the entire Municipality shall be deemed to be a site plan control area. Within this area, development as defined by the Planning Act (<b>not including low-density residential uses and agricultural uses</b>) shall be subject to site plan control including agricultural-related uses, on-farm diversified uses, and commercial greenhouses. A site plan control by-law shall be adopted by the Municipality which specifies the lands and type of development for which site plan approval shall be required. <b>The Municipality shall, as a condition of site plan approval, require the design of facilities having regard for accessibility for persons with disabilities in accordance with the <u>Planning Act</u>. A municipality may require that an applicant provide any other information or material that the municipality considers it may need, in accordance with Section 41(3.4) of the <u>Planning Act</u>.</b></p>
N/A	<p>-Provide opportunity to identify application requirements prior to applications being filed and ensure that there is more awareness of potential issues.</p>	<p><b>Create the following new section:</b></p> <p><b><u>8.2.13 PRE-CONSULTATION</u></b> Prior to filing applications for an Official Plan and/or Zoning By-law amendment, plan of subdivision or condominium, consent, minor variance or permission, or site plan control, the proponent shall arrange a pre-consultation meeting with the Municipality to review the application and identify any additional information required. The Municipality may pass a by-law requiring applicants to consult with the Municipality in accordance with the <u>Planning Act</u>.</p>
<b>Thompson Wetland Deferral</b>		
N/A		<p><b>Delete the following:</b></p> <p><del>Deferrals</del> <del>Lands comprising the Thompson Wetland located in Lot 1 and Lot 2 Concession 2, (Ekfrid) as shown on Schedule 'B', on Map 1 and Figure 2, Map 3</del></p>

# Official Plan Review

**Special Council Meeting – June 22<sup>nd</sup>, 2022**

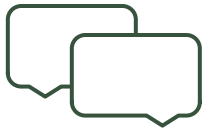
**Municipality of Southwest Middlesex**

**Virtual Public Meeting**

# Housekeeping



- Please mute your microphone unless you are speaking



- Please type your comments in the Q&A box



- Please raise your hand if you would like to speak

# Purpose of the Meeting

- To update Council and the public on the current status of the Official Plan Review.
- To discuss the findings of background research and inform the community on policies that are recommended to be modified and updated.
- To answer questions about the process, next steps and what this means to you.

# What is an Official Plan?

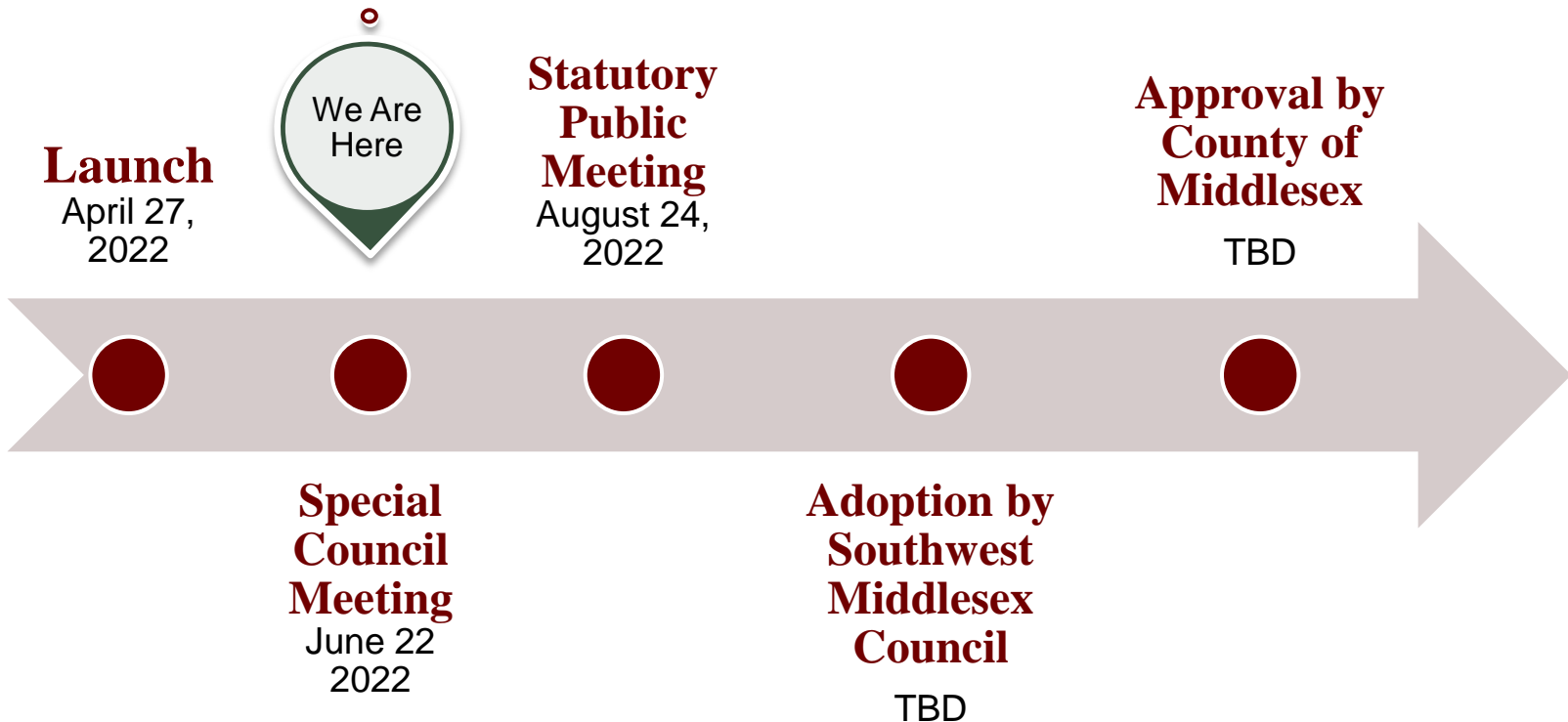
- A document containing goals, objectives and policies to guide land use, development, and growth in a municipality.
- The plan includes policies that are related to urban and settlement areas, agriculture, infrastructure, recreation, and built and natural heritage features.



# Why Update the Official Plan

- The current Official Plan was adopted on December 19, 2007.
- The *Planning Act* requires a Municipality to undertake a review every 5 years, or every 10 years after a new Official Plan is passed.
- The Official Plan must conform to the *Planning Act*, Provincial Policy Statement (2020), and the County of Middlesex Official Plan.

# Process



# Recommended Policy Updates

# Settlement Area Policies

- **Settlement Area Expansions** – Update policies to conform to criteria for expansions to the settlement area boundary under the PPS 2020.
- **Settlement Area Adjustments** – Create new section of Official Plan to permit settlement area adjustments outside of a comprehensive review, as permitted by the PPS 2020.

# Housing

- **Affordable Housing** – Include affordable housing as a matter of provincial interest and within goals and objectives of the urban and rural areas.
- **Additional Residential Units (ARUs)** – *Planning Act* requires Municipalities to allow for the establishment of ARUs. Include policies to permit ARUs in urban and rural areas subject to certain criteria, including access, scale, servicing, location, and potential impacts.

# Housing

- **Temporary Garden Suites** – Permitted under the *Planning Act* and are different from ARUs. *Planning Act* now permits Garden Suites as temporary use for up to 20 years, where the previous limit was 10. Establish additional criteria for temporary farm labour accommodations in accordance with County policies.
- **Population and Growth Projections** – Update policies to reflect new 2021 Census information and County growth projections for the Municipality.

# Agriculture & Rural Areas

- **On-farm Diversified Uses** – Changes to the PPS 2020 include permission of uses in prime agricultural areas that are supportive of and secondary to agricultural uses, subject to certain criteria.
- Recommended uses be evaluated in consultation with provincial Guidelines for Permitted Uses in Prime Agricultural Areas.

# Agriculture & Rural Areas

- **Lot Creation** – PPS 2020 permits lot adjustments for agricultural lands for legal or technical reasons. Update policies for surplus farm dwelling severances in keeping with County policies and the PPS 2020.
- **Minimum Distance Separation** – Reference Minimum Distance Separation (MDS) Document within body of Official Plan.



# Employment & Industry

- **Employment Land Conversion** - Update policies to permit the conversion of employment lands outside of a comprehensive review subject to criteria, as permitted by PPS 2020.
- **Sensitive Land Uses** - Include policies that reduce conflicts between employment and industrial lands and sensitive land uses in accordance with policies under the PPS 2020.

# Recreation & Open Space

- **Parkland Dedication Rate** - Amend Official Plan policies to address changes to alternative cash-in-lieu of parkland rates 1 ha per 500 dwelling units in accordance with the *Planning Act*.
- **Parkland Suitability** – Establish further criteria that ensures the suitability of parkland dedication, including size, frontage, and the exclusion of environmentally sensitive and stormwater facilities from parkland calculations.

# Resources

- **Aggregate Resources** - Address changes in provincial policy regarding direction for agricultural lands to be rehabilitated.
- **Cultural Heritage Resources** - Include policies to further protect cultural heritage resources and reference consultation with Indigenous communities for the preservation of archaeological resources, as required by the PPS.

# Natural Heritage

- **Climate Change** – *Planning Act* now requires climate change be considered as a matter of provincial interest. Implement policies to promote addressing climate change.
- **Development Assessment Report** - Implement recommendations of MNHSS 2014 study and County policies for DAR's and reference the document as the tool to identify significant features.

# Natural Heritage

- **Krista Lane Special Policy Area** – Update special area policies to reflect amendments to development requirements for undeveloped lots.
- **Thompson Wetland** – Remove deferral of the classification of the Thompson Wetland from the Official Plan.

# General Policy Changes

- **Matters of Provincial Interest** - Revise policies to reflect changes to matters of provincial interest, including affordable housing, built form, sustainable development, and pedestrian-oriented development.
- **Active Transportation** – Include policies in keeping with PPS 2020 and County Official Plan to promote active transportation and define the term.

# General Policy Changes

- **Application Submission** - Outline potential requirements for complete development application submissions, as well as include policies for requirements that applicants pre-consult with the Municipality prior to submission.
- **Site Plan Control** - Amend policies to include changes to matters that can be addressed through Site Plan Control, including accessibility as required under the *Planning Act*.

# General Policy Changes

- **Source Water Protection** – Implement recommendations of the Source Water Protection Background Report to include policies for the identification and protection of surface and groundwater resources.



# Next Steps

- Review comments and feedback received.
- Prepare final draft of Official Plan Amendments.
- Statutory Public Meeting and presentation of final policy changes.
- Southwest Middlesex Council Adoption of OPA
- Middlesex County Decision re OPA

# Stay Informed

- Visit the Project Website  
<https://southwestmiddlesex.ca/services/planning-services>
- Contact Information
  - Jill Bellchamber-Glazier: [cao@southwestmiddlesex.ca](mailto:cao@southwestmiddlesex.ca)
  - Stephanie Poirier: [spoirier@middlesex.ca](mailto:spoirier@middlesex.ca)
  - Jay McGuffin: [jmcguffin@mbpc.ca](mailto:jmcguffin@mbpc.ca)

Thank You for Participating

# Official Plan Review

**Council Workshop – July 27<sup>th</sup>, 2022**

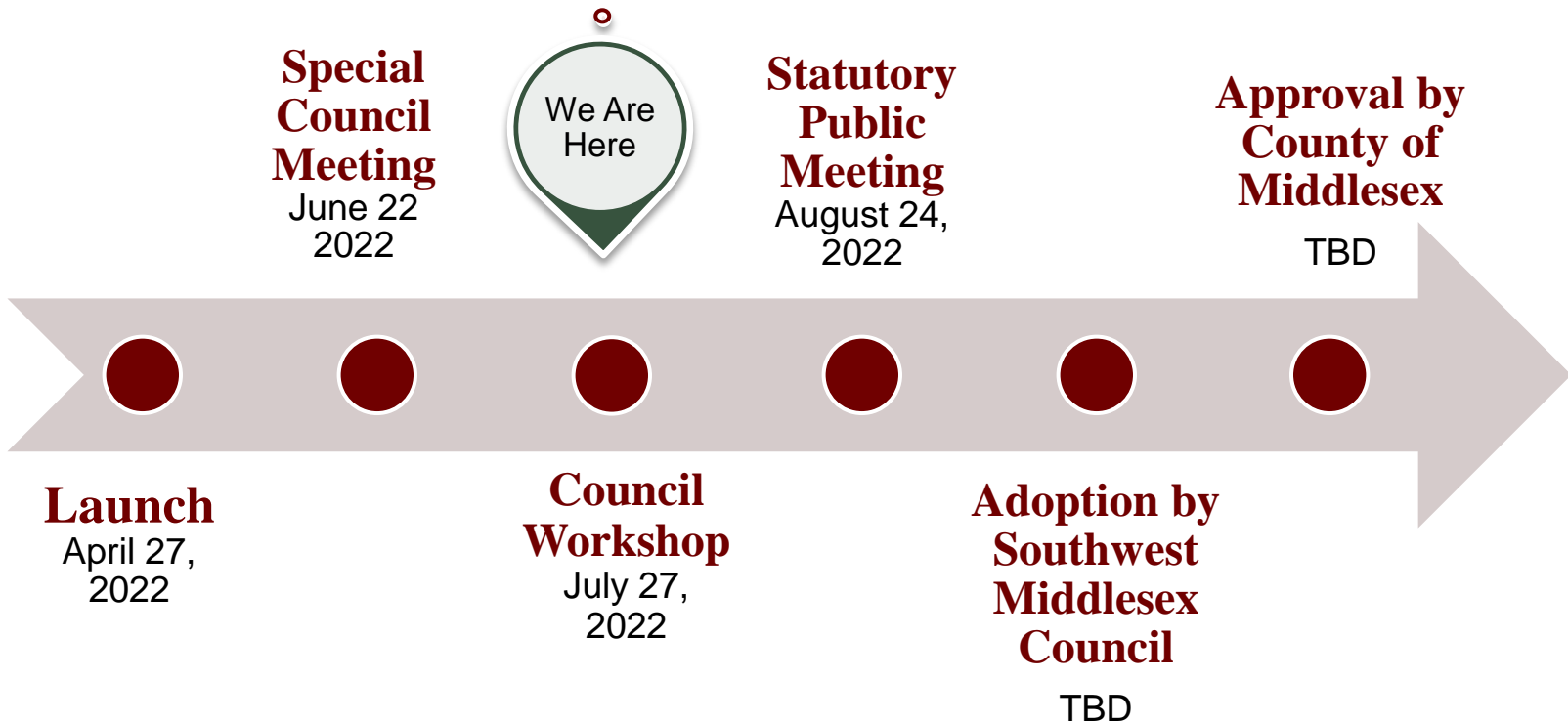
**Municipality of Southwest Middlesex**

**Virtual Public Meeting**

# Purpose of the Meeting

- To review comments and further information received to date arising from the consultation process.
- To provide the opportunity for Council to reflect on the proposed changes to the Official Plan.
- To inform Council of next steps and address questions.

# Process



# Review of Comments and Additional Policy Changes

# Cemeteries and MDS

- Staff commented on including policies that enable MDS exemptions for certain cemeteries.
- Policies proposed in the Official Plan that would allow for closed cemeteries, or cemeteries that do not have a place of worship, to be considered a less sensitive use (Type “A” Use).

# MDS Exemption for Building Permits

- Staff commented on including policies that enable MDS I exemptions for building permits on lots existing prior to March 1, 2017.
- Proposed policies would enable the Municipality to provide exemptions from MDS I setbacks through the Zoning By-law. Official Plan policies would include criteria the Zoning By-law would need to address.



# Biosolids

- Topic of biosolids was raised at the Special Council Meeting. County staff have directed that policies be added within the agricultural section of the Southwest Middlesex Official Plan.
- Proposed changes would be in conformity with the County Official Plan update (as adopted but not yet approved).

# Road Classification

- Proposed change to infrastructure policies to update road classification. Proposed policy would reflect change in Municipal Design Standards.

# Public Comments

- Request for lands to be included within settlement boundary from SBM Limited on behalf of Waverly Homes.
- Process is not intended to contemplate site-specific amendments to the Official Plan (including expansions to settlement area boundaries). County has indicated there is sufficient land within settlement boundary.

# Next Steps

- Receive direction from Council on proposed policy changes.
- Prepare final draft of Official Plan Amendment.
- Statutory Public Meeting and presentation of final policy changes.
- Southwest Middlesex Council Adoption of OPA
- Middlesex County Decision re OPA

# Thank You

## Discussion Period



## OFFICIAL PLAN UPDATE – STATUTORY PUBLIC MEETING

**TAKE NOTICE** that a Meeting of Council open to the public will be held for the purposes of considering an amendment to the Municipality of Southwest Middlesex Official Plan. The update of the Official Plan is being undertaken in accordance with Section 26 of the Planning Act, which requires municipalities to update their Official Plan at least every five years, or every ten years where the plan has been replaced with a new plan official plan.

Due to the large area potentially affected by the proposed changes to the Official Plan, no map of these areas is provided with this notice. There are no other applications which affect the entire Municipality of Southwest Middlesex.

### **Why does an Official Plan need to be reviewed and updated?**

Municipalities are required to revise their official plan to ensure that it conforms with provincial plans or does not conflict with them, is consistent with the Provincial Policy Statement (2020), has regard to matters of provincial interest, and conforms to the County Official Plan.

**ANY PERSON** may attend the Meeting of Council and/or make written or verbal representation.

### **Tell Us What You Think**

We are interested to hear your comments and thoughts, and we value your input. You can provide input in several ways:

#### **1. REVIEWING OFFICIAL PLAN MATERIALS**

Documents and materials will be made available on the Municipality's website for review by August 4, 2022. Please visit:

<https://southwestmiddlesex.ca/services/planning-services>

#### **2. PROVIDE WRITTEN COMMENTS**

Written comments about the Official Plan Review may be submitted via post or email. Please allow time for your comments to be received in advance of the meeting. Such comments can be sent by email to the Municipality at [cao@southwestmiddlesex.ca](mailto:cao@southwestmiddlesex.ca) and [jmcguffin@mbpc.ca](mailto:jmcguffin@mbpc.ca); and/or Mail/Fax written comments to:

Jill Bellchamber-Glazier, CAO/Clerk  
Municipality of Southwest Middlesex  
153 McKellar Street  
Glencoe, ON N0L 1M0

Please note that comments sent by regular mail delivery should be mailed early so that the Municipality receives them before the Public Meeting date.

#### **3. PARTICIPATE AT THE HYBRID PUBLIC MEETING**

You are entitled to attend this virtual public meeting to express your views about the Official Plan Review. Details of how to attend the public meeting are included below.

### **Electronic Meeting**

The Public Meeting will be held as a **HYBRID** meeting on **Wednesday August 24<sup>th</sup>, 2022 at 4:00 p.m.** You can participate in the webinar by contacting the Clerk.

The Public Meeting will be **live-streamed** at the Municipality's YouTube Channel beginning at 4:00 pm on the date indicated above.

Members of the public who do not have access to a computer are asked to call the Municipality at 519-287-2015 by **noon on August 23, 2022** before the meeting for assistance.

Questions about Electronic Meeting protocol may be directed to the Clerk by email [jbellechamber-glazier@southwestmiddlesex.ca](mailto:jbellechamber-glazier@southwestmiddlesex.ca) or telephone at 519-287-2015.

### **Appeal & Notice Information:**

If a person or public body would otherwise have an ability to appeal the decision of Council for the County of Middlesex to the Ontario Land Tribunal but, the person or public body does not make oral submissions at a public meeting or make written submissions to the Municipality of Southwest Middlesex or the County of Middlesex before the proposed official plan amendment is adopted, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Municipality of Southwest Middlesex or the County of Middlesex before the proposed official plan amendment is adopted, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to add the person or public body as a party.

If you wish to be notified of the decision of the County of Middlesex on the proposed official plan amendment, you must make a written request to:

Stephanie Poirier, Planner  
County of Middlesex  
399 Ridout Street North  
London, ON N6A 2P1  
[spoirier@middlesex.ca](mailto:spoirier@middlesex.ca)

**Personal Information:** Personal information from those that make (or have already made) either an oral or written submission on the Official Plan Review is collected under the authority of the Planning Act R.S.O. 1990 and the applicable implementing Ontario Regulation, and will become part of the public record for this application. Questions about the collection of personal information should be directed to the CAO/Clerk.

**DATED AT GLENCOE, ONTARIO** this 2<sup>nd</sup> day of August, 2022.

*Jill Bellchamber - Glazier*

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Jill Bellchamber-Glazier  
CAO/Clerk  
Municipality of Southwest Middlesex  
Telephone: (519) 287-2015  
Fax: (519) 287-2359  
Email: [cao@southwestmiddlesex.ca](mailto:cao@southwestmiddlesex.ca)



2022/09/07

Municipality of Southwest Middlesex  
153 McKellar St,  
Glencoe ON  
N0L 1M0

Via email: KKettler@southwestmiddlesex.ca, spoirier@middlesex.ca

**Re: Municipality of Southwest Middlesex Official Plan Review**

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To Whom It May Concern,

WSP has been retained and is acting on behalf of Canadian National Railway Company (CN). We are pleased to have this opportunity to provide comments on the Municipality of Southwest Middlesex Official Plan Review. Our comments focus on policies and/or infrastructure initiatives, as they are related to existing and/or future CN facilities, operations and infrastructure.

It is our opinion, supported by the Provincial Policy Statement, 2020 (PPS) and the Ministry of Environment, Conservation and Parks' (MECP) D-6 Compatibility between Industrial Facilities Guidelines (D-6 Guidelines), that planning for land uses in the vicinity of *rail facilities* be undertaken in such a way that the economic function and long-term operation of rail systems is protected. Provincial policy sets out that sensitive land uses be appropriately designed, buffered and/or separated from rail facilities, and avoid, mitigate or minimize negative impacts on and from railway corridors.

It is our position that the Municipality should incorporate policies that reflect the provincial policies and guidelines related to rail facilities. It is our position that the Municipality should provide direction within policy documents to ensure a consistent approach to their implementation across municipalities.

**About CN, Railway Noise and other Adverse Effects**

CN is a federally regulated railway company, and is governed by various federal legislation, including the *Canada Transportation Act* (CTA) and the *Railway Safety Act* (RSA), among others. The CTA requires federally regulated railway companies to only make such noise and vibration as is reasonable. The test of reasonableness under the CTA takes into consideration the railway company's operational requirements and its level of service obligations under the



Act, as well as the area where the construction or operation takes place. The Canadian Transportation Agency (Agency) is the federal body that assesses the reasonableness of noise associated with the construction or operation of a federal railway company. In its decisions, the Agency has concluded that municipalities have a responsibility to assess compatibility issues before approving housing developments in proximity to railway rights-of-way. The CTA also commented that where a municipality approves the development, it has a responsibility to ensure that the necessary mitigation measures are implemented. One example of such a decision is Decision No. 69-R-2014, dated February 27, 2014.

It is important to understand that there is no specific decibel limit contained in federal guidelines related to the construction or operation of rail facilities. Those federal guidelines clearly state that, while the Agency may take provincial and municipal noise and vibration guidelines into account in its deliberations, the Agency is not bound by those guidelines.

Rail Proximity Guidelines are available at the following: <https://www.proximityissues.ca/>

Guidelines for the Resolution of Complaints Over Railway Noise are available at the following: <https://otc-cta.gc.ca/eng/publication/guidelines-resolution-complaints-over-railway-noise-and-vibration/>

## **Preliminary Comments and Concerns**

CN requests that the following policies be included in the municipal land use planning policy documents:

### **1. General Acknowledgement**

The Municipality and Council acknowledge the importance of rail infrastructure and recognizes its critical role in long-term economic growth and the efficient and effective movement of goods and people.

Development in proximity to rail facilities shall be developed in accordance with the Guidelines for New Development in Proximity to Railway Operations prepared by the Federation of Canadian Municipalities and the Railway Association of Canada (FCM/RAC Guidelines).

### **2. Include a definition for Major Facilities, Major Goods Movement Facilities and Corridors, Rail Facilities and Sensitive Land Uses.**

We request that the following definitions found in the PPS be included in the policy document:

**Major Facilities:** means facilities which may require separation from sensitive land uses, including but not limited to airports, manufacturing uses, transportation infrastructure and corridors, rail facilities, marine facilities, sewage treatment facilities, waste management systems, oil and gas pipelines, industries, energy generation facilities and transmission systems, and resource extraction activities.

**Major Goods Movement Facilities and Corridors:** means transportation facilities and corridors associated with the inter- and intra-provincial movement of goods. Examples include: inter-modal facilities, ports, airports, rail facilities, truck terminals, freight corridors, freight facilities, and haul routes and primary transportation corridors used for the movement of goods. Approaches that are freight supportive may be recommended in guidelines developed by the Province or based on municipal approaches that achieve the same objectives.

**Rail Facilities:** means rail corridors, rail sidings, train stations, inter-modal facilities, rail yards and associated uses, including designated lands for future rail facilities.

**Sensitive Land Uses:** means buildings, amenity areas, or outdoor spaces where routine or normal activities occurring at reasonably expected times would experience one or more adverse effects from contaminant discharges generated by a nearby major facility. Sensitive land uses may be a part of the natural or built environment. Examples may include, but are not limited to: residences, day care centres, and educational and health facilities.

### 3. Identify Rail Facilities and Influence Areas

We recommend identifying rail facilities and the areas of influence for sensitive land uses (300 metres for a rail line, 1 km for a rail yard) in a schedule to each policy document.

### 4. Provincial Policy Statement Requirements

The policies proposed below are recommended to be included in policy documents to address requirements for developments in proximity to rail facilities:

- a) Sensitive land uses shall not be encouraged adjacent to, or in proximity to rail facilities;
- b) All developments in proximity to rail facilities shall be developed in accordance with the FCM/RAC Guidelines;
- c) All proposed residential developments or other sensitive uses located within 300 metres of a railway right-of-way be required to undertake noise studies, to the satisfaction of the Municipality, in consultation with the appropriate railway operator, and shall undertake to implement the appropriate measures to mitigate any adverse effects from noise that were identified in the report and as may be required by CN;
- d) All proposed residential developments or other sensitive uses located within 75 metres of a railway right-of-way be required to undertake vibration studies, to the satisfaction of the Municipality, in consultation with the appropriate railway operator, and shall undertake to implement the appropriate measures to mitigate any adverse effects from vibration that were identified in the report, and as may be required by CN;

- e) All proposed building setbacks shall be in accordance with the FCM/RAC Guidelines. As a general guideline, buildings shall be setback 30 metres with an appropriate berm abutting the rail right-of-way. Reduced setbacks can be considered in certain circumstances dependant on the proposed use and in conjunction with additional studies and alternative safety measures, to the satisfaction of the Municipality, in consultation with the appropriate railway operator;
- f) All proposed residential developments or other sensitive uses located adjacent to railways shall implement appropriate mitigation measures, including but not limited to, safety setbacks, berms, crash barriers and security fencing, in accordance with the FCM/RAC Guidelines;
- g) All proposed residential developments or other sensitive uses located adjacent to railways shall implement the applicable warning clauses provided by the appropriate railway operator;
- h) All proposed residential developments or other sensitive uses located adjacent to railways shall implement, secure and maintain any required rail noise, vibration, and safety impact mitigation measures, along with any required notices on title, such as development agreements, warning clauses and/or environmental easements, through appropriate legal mechanisms, to the satisfaction of the Municipality and the appropriate railway operator; and,
- i) All proposed residential developments or other sensitive uses located in proximity to rail facilities shall evaluate, prioritize and secure grade separation of railways and major roads, in co-operation with Transport Canada and the appropriate railway operator;

## Conclusion

We would like to thank you for the opportunity to participate in the Municipality of Southwest Middlesex Official Plan Review. We look forward to continuing to work with the Municipality throughout this process.

Please forward all future communications, land development applications and documents to [proximity@cn.ca](mailto:proximity@cn.ca)

Yours very truly,



Saadia Jamil  
Senior Planner (CN Proximity)

Copy: [proximity@cn.ca](mailto:proximity@cn.ca)

September 14, 2022

Jill Bellchamber-Glazier, CAO/Clerk  
Municipality of Southwest Middlesex  
153 McKellar Street  
Glencoe, ON NOL 1M0

Via Email

**RE: Southwest Middlesex Official Plan Amendment No 3 – Comments Related to Electrical Transmission Systems and Rights-of-Way**

Canacre Ltd. on behalf of Infrastructure Ontario (IO) and Hydro One Networks Inc. (HONI), has reviewed the Southwest Middlesex Official Plan Amendment No 3 dated August 4, 2022. Infrastructure Ontario is the strategic manager of the provincial government's real property, which includes hydro corridor lands, and has a mandate of maintaining and optimizing value of the portfolio.

This review of the Southwest Middlesex Official Plan Amendment No 3 takes direction from the Provincial Policy Statement (PPS) (effective May 1, 2020) as it relates to electricity generation facilities and transmission and distribution systems. In particular, PPS Section 1.6 provides specific direction for municipalities to maintain the primacy of hydro corridor lands for the transmission and distribution of electricity throughout the province. The relevant PPS Sections include:

*1.6.1 Infrastructure and public service facilities shall be provided in an efficient manner that prepares for the impacts of a changing climate while accommodating projected needs.*

*Planning for infrastructure and public service facilities shall be coordinated and integrated with land use planning and growth management so that they are:*

- a) financially viable over their life cycle, which may be demonstrated through asset management planning; and*
- b) available to meet current and projected needs.*

*1.6.8.1 Planning authorities shall plan for and protect corridors and rights-of-way for infrastructure, including transportation, transit and electricity generation facilities and transmission systems to meet current and projected needs.*

*1.6.8.3 Planning authorities shall not permit development in planned corridors that could preclude or negatively affect the use of the corridor for the purpose(s) for which it was identified.*

*New development proposed on adjacent lands to existing or planned corridors and transportation facilities should be compatible with, and supportive of, the long-term purposes of the corridor and should be designed to avoid, mitigate or minimize negative impacts on and from the corridor and transportation facilities.*

*1.6.11.1 Planning authorities should provide opportunities for the development of energy supply including electricity generation facilities and transmission and distribution systems, district energy, and renewable energy systems and alternative energy systems, to accommodate current and projected needs.*

### **Policy Concerns**

#### **Recommendation - Policy 1.10 - Matters of Provincial Interest**

We request that the following statement be added to section 1.10 - Matters of Provincial Interest.

**u) Protect corridors and rights-of-way for infrastructure, including electricity generation facilities and transmission systems, to meet current and projected needs.**

The above reference to matters of provincial interest identifies electricity generation facilities and transmission systems as per section 1.6.8.1 of the Provincial Policy Statement.

Policy 6.1 Where Permitted states:

The use of land for the provision and maintenance of public utilities and infrastructure (e.g. water supply, sanitary sewage disposal, roads, electricity, natural gas, and telecommunications) and any buildings, structures or appurtenances thereto shall be permitted in all land use designations in accordance with any and all environmental requirements and approvals without an amendment to this Plan. Measures shall be undertaken to ensure no adverse impact on neighbouring land uses or on natural heritage features.

#### **Recommendation:**

We request that the Policy 6.1 Where Permitted be revised as the following statement:

“The use of land for the provision and maintenance of public utilities and infrastructure (e.g. water supply, sanitary sewage disposal, roads, electricity, natural gas, **hydro corridors, electricity generation facilities and transmission and distribution systems**, and telecommunications) and any buildings, structures or appurtenances thereto shall be permitted in all land use designations in accordance with any and all environmental requirements and approvals without an amendment to this Plan. Measures shall be undertaken to ensure no adverse impact on neighbouring land uses or on natural heritage features.”

Policy 6.2.5 Road Allowances states:

The design width of a particular road allowance shall generally be in accordance with Table 1. Within settlement areas, the minimum right-of-way widths for arterial and collector County Roads shall be 30 metres and 26 metres respectively where such roads are built to an urban standard within the settlement area. On ‘Local Roads’ within settlement areas, existing road allowance with less than the standard width may be maintained where the design width would

adversely affect abutting properties or is otherwise not feasible, desirable or necessary to acquire. New road allowances less than the standard width may be considered depending on the length of the street and the nature of development being proposed. Land dedications may be required as a condition of approval of a subdivision, land severance or site plan approval to bring existing road allowances up to their design width. Where a land dedication for road widening is being considered as a condition of development or the subdividing or severing of land, the amount of land to be taken shall be taken in equal amounts from both sides of the subject road measured from the centreline of the road except where physiographic conditions, utility lines or other features dictate otherwise.

**Recommendation:**

We request that the Policy 6.2.5 Road Allowances be revised as the following statement:

“The design width of a particular road allowance shall generally be in accordance with Table 1. Within settlement areas, the minimum right-of-way widths for arterial and collector County Roads shall be 30 metres and 26 metres respectively where such roads are built to an urban standard within the settlement area. On ‘Local Roads’ within settlement areas, existing road allowance with less than the standard width may be maintained where the design width would adversely affect abutting properties or is otherwise not feasible, desirable or necessary to acquire. New road allowances less than the standard width may be considered depending on the length of the street and the nature of development being proposed. Land dedications may be required as a condition of approval of a subdivision, land severance or site plan approval to bring existing road allowances up to their design width. Where a land dedication for road widening is being considered as a condition of development or the subdividing or severing of land, the amount of land to be taken shall be taken in equal amounts from both sides of the subject road measured from the centreline of the road except where physiographic conditions, utility lines, **hydro corridors**, or other features dictate otherwise.”

**Terminology**

While we do not have any specific concerns regarding the terminology referenced throughout the proposed Southwest Middlesex Official Plan Amendment No 3, we would like to encourage a consistent approach to defining hydro corridors and electricity infrastructure facilities throughout the province. Accordingly, it is requested that the following language be considered for use throughout the Official Plan Amendment, including in the definition of “Infrastructure.”

- All references to Hydro One should be referred to as “Hydro One Networks Inc.”.
- All reference to corridors used for the transmission and distribution of electricity should be referred to as “hydro corridors”
- All references to electricity infrastructure and facilities should be referred to as “electricity generation facilities and transmission and distribution systems.”

### Secondary Uses

We would request the addition of following policy to Section 7 - Land Use and Development Sensitivity Areas

“Secondary uses, such as active and passive recreation, agriculture, community gardens, other utilities and uses such as parking lots and outdoor storage that are accessory to adjacent land uses, are encouraged on hydro corridor lands, where compatible with surrounding land uses. However, a proponent should be aware of the primacy of a hydro corridor is for electricity generation facilities and transmission and distribution systems, and that secondary uses require technical approval from Hydro One Networks Inc.”

The requested policy would provide flexibility for future uses on hydro corridor lands. The inclusion of this policy offers clarity with respect to the types of secondary uses that are possible on hydro corridor lands, in accordance with the Provincial Secondary Land Use Program. Having these policies in place will also streamline the number of municipal planning approvals that a proponent must seek when they apply to HONI/IO for a secondary use.

We would request that this letter be included as part of the record of submissions for the Southwest Middlesex Official Plan Amendment No 3 and that we be notified of any decisions regarding these matters.

Contact information as follows:

**Joanna Craig**  
Portfolio Analyst  
Infrastructure Ontario  
1 Dundas St W Suite 2000  
Toronto, ON M5G 1Z3  
[Joanna.Craig@infrastructureontario.ca](mailto:Joanna.Craig@infrastructureontario.ca)  
Tel: 647-956-6703

**Deniz Ogun**  
Manager, Planning  
Canacre Ltd.  
489 Queen St. E, Suite 300  
Toronto, ON, M5A 1V1, Canada  
[honilup@canacre.com](mailto:honilup@canacre.com)  
Tel: (416) 548-8602 x2143

Thank you for your consideration. Please contact us if you have any questions or comments.

Kind Regards,



Deniz Ogun  
Canacre Ltd.

Cc: Mark Carafa, IO  
Shadi Shenouda, HONI

August 23, 2022

(Revised Aug/24/2022)

Municipality of Southwest Middlesex  
153 McKellar Street  
Glencoe, ON N0L 1M0

Attn: **Stephanie Poirier**

Re: **Southwest Middlesex Official Plan Review**

Thank you for the opportunity to provide comments on the Municipality of Southwest Middlesex's Official Plan. The Conservation Authority is responsible for addressing the Natural Hazard Section of the Provincial Planning Policy Statement as well as the Conservation Authority's Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation, O. Reg. 152/06 under the Conservation Authorities Act.

The following are comments provided by staff on the OP document and associated mapping. Our comments are as follows:

Page v – Table of Contents – should 7.6.1 be 7.6?

7.6 ~~GRAIN HANDLING FACILITIES~~ .....7-5  
7.6.1 ~~COMMERCIAL GRAIN HANDLING FACILITIES SENSITIVE USES~~.....7-5

Page 1-2 – 1.1 Background - second paragraph, first sentence – need to add communities to this sentence: "Southwest Middlesex recognizes the unique role Indigenous Communities have in land use planning and development, and the contribution of that(?) Indigenous Communities have in land use planning decisions." Alternatively, reword to something along the lines of "Southwest Middlesex recognizes the unique role and contribution Indigenous Communities have in land use planning, decision making and development."

\*Throughout the document - Page 2-9 – 2.7.5 Significant Habitat of Endangered and Threatened Species – Need to go through the entire document and replace Ministry of Natural Resources, with Ministry of Natural Resources **and Forestry**.

Page 2-9 – 2.7.6 ANSI'S, Valleylands, Woodlands and Wildlife Habitat – add an abbreviation to the Middlesex Natural Heritage Systems Study, 2014 'MNHSS (2014)' as it is abbreviated on 2-10 without mention of the abbreviation previously in the document.

Page 2-10 – 2.7.9 Evaluation of Development Proposals d) - change "...in consultation with the Ministry of Northern Development, Mines, Natural Resources and Forestry" to "...in consultation with the Ministry of Natural Resources **and Forestry**."

Page 2-11 – 2-12 - 2.8.2 Water Quality and Quantity – Include reference to the fact that important groundwater features have already been identified and mapped (HVA's and SGRA's). They could include those maps as a schedule in their OP and refer to them in this section.



Page 2-12 – 2.8.2 Water Quality and Quantity – Please change ‘River’ to ‘Valley’ for the LTVCA – “The Municipality shall utilize its best efforts and co-operate with the St. Clair Region Conservation Authority and the Lower Thames ~~River~~ Valley Conservation Authority...”

Page 2-12 – 2.8.4 Source Water Protection – Change out 'Source Water Protection' to 'Drinking Water Source Protection'.

Page 8-3 – 8.2.2.2 Settlement Area Expansion – need to renumber the bullet points. Currently starts at h) instead of a).

Page 8-8 – 8.2.5.1 Intent – this section will need to be revised, as it appears to be in relation to the prior zoning by-law / amalgamation efforts: “The Zoning By-law shall replace the comprehensive zoning by-laws inherited by the Municipality upon amalgamation of its formerly separate municipalities. The zoning of lands under these by-laws and variances granted to them may remain in effect notwithstanding they may not be in conformity with this Plan.”

I trust this is satisfactory, but if you have any questions or require further clarification on the above, please contact the office.

Yours truly



Connor Wilson  
Planning Technician

Hello Stephanie,

SCRCA has reviewed the proposed revision to the Southwest Middlesex Official Plan. Our review is limited to the natural hazard and natural heritage policies of the plan, contained in sections 2.7, 2.8, 7.1, and the implementation policies of section 8.2.

We offer the following comments:

1. Ministry of Natural Resources should be replaced with Ministry of the Environment, Conservation and Parks in section 2.7.5, 2.7.9
2. Section 2.7.5 - "Habitat for species of concern (formerly known as vulnerable species) is not protected under the Act, but protection may be provided under the policies of the Provincial Policy Statement."
  - a. Suggest replacing this statement with "Habitat for species of special concern is not protected under the Act, but is considered Significant Wildlife Habitat, which is protected under the Provincial Policy Statement."
  - b. Suggest adding a section on Significant Wildlife Habitat: "Significant Wildlife Habitat is not included on the Official Plan Schedules. This is to be determined through a Development Assessment Report, using the Significant Wildlife Habitat Technical Guide prepared by the Province. Development and site alteration shall not be permitted in significant wildlife habitat or on adjacent lands, generally considered to be lands within 120 metres of such areas, unless it can be demonstrated that there will be no negative impacts on the natural features or their ecological functions."
3. Section 2.7.6 – the 'adjacent lands' distance in the new Middlesex Official Plan is 120 metres. See text below. Suggest including this as a separate section, and updating the distance in 2.7.6.
  - a. "Development and site alteration may be permitted on lands adjacent, within 120 metres, to the Natural Heritage System if it does not result in any of the following:
    - a) a loss of ecological functions;
    - b) subsequent demand for future development which will negatively impact on existing ecological functions of the Natural Heritage System;
    - c) conflict with existing site specific Natural Heritage System management practices;or
  - d) negatively impact ecological linkage functions which exist within adjacent lands.In Settlement Areas protection of Natural Heritage System features and ecological functions shall include a vegetation protection zone.  
Where development is proposed within 120 metres of a Provincially Significant

Wetland or wetlands greater than two hectares in size a hydrogeological assessment shall be completed to the satisfaction of the conservation authority. Where development is proposed within 30 metres of locally significant wetlands a hydrogeological assessment shall be completed to the satisfaction of the conservation authority.”

4. Section 2.7.8 – Recommend including a statement: “Where Planning Act applications are required to allow for development, cutting of trees within significant natural heritage features will reviewed through the Development Assessment Report process.”
5. Section 2.8.4 – this could make reference to the Thames-Sydenham & Region Drinking Water Source Protection Plans (<https://www.sourcewaterprotection.on.ca/>).
6. For the lists of additional requirements in 8.2.4.6, 8.2.5.9, 8.2.8.1, we suggest the wording of ‘Natural Hazard Analysis’ rather than ‘Natural Hazard’, similar to the other listed requirements
7. Section 8.2.12 – we recommend including additional wording regarding pre-consultation noting that other agencies, such as Conservation Authorities, will participate in the pre-consultation process, where appropriate.

I don’t believe the updated Schedules have been distributed for review. SCRCA is happy to provide our most up to date mapping with regards to our regulations limit, and to review the natural heritage and natural hazard mapping.

Thank you for the opportunity to comment. Please contact us if you have any questions about any of the above comments.

**Sarah Hodgkiss**

Manager of Planning and Natural Heritage  
St. Clair Region Conservation Authority  
[shodgkiss@scrca.on.ca](mailto:shodgkiss@scrca.on.ca)

519-245-3710 ext. 234  
205 Mill Pond Crescent, Strathroy  
[www.scrca.on.ca](http://www.scrca.on.ca)



Good afternoon all,

We just spoke with the owner (Yasser is Cc'd) of these lands which includes the remainder of the farmland to the west of this proposed development (currently outside of the growth boundary). It is his and our understanding that the municipality is currently in the process of reviewing and updating your official plan. As such, please accept this email as confirmation that the owner would like to request that these lands be considered for expansion of the urban growth boundary.

Please let us know if there are any specific requirements to apply for same or support this request.

Thanks,  
Kevin

**Kevin Moniz, P.Eng.**

Principal

P: 519-471-6667 x123

E: [kevin@sbmltd.ca](mailto:kevin@sbmltd.ca)



To: Monteith Brown Planning Consultants

Date: August 14<sup>th</sup>, 2022

Re: Official Plan Comments in Response to Legislative Changes (2019-2022)

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The County of Middlesex has had the opportunity to review the Draft OPA 3 to the Southwest Middlesex Official Plan and provide the following comments:

**Complete Applications – Including Site Plans (Bill 109 “More Homes for Everyone” Act (2022))**

It is recommended that the “Additional Information” subsections (8.2.2.6, 8.2.4.6, 8.2.5.9, ect.) under Section 8 of the official plan be removed in their entirety and a new subsection added under Section 8 that speaks to complete application requirements for all planning approvals.

**Proposed Official Plan Wording**

**“8.2.13 Complete Applications**

*The Planning Act permits a Municipal Council or a delegated approval authority to require that a person, public body or applicant who apply, submit or make requests or applications for amendments to the Official Plan, amendments to the Zoning By-law, site plan approval, approval of plans of subdivision (including condominiums), and consents, provide any “other information or material” that Municipal Council or the approval authority considers it may need to provide a basis for sound land use planning decisions in addition to the requirements of the policies of the Official Plan and the Provincial Policy Statement.*

**8.2.13.1 Complete Application Provisions**

*To ensure that all relevant and required information pertaining to a planning application is available at the time of submission of the application to enable Municipal Council and its delegated approval authorities to make informed decisions within the prescribed period of time and to ensure that the public and other stakeholders have access to all the relevant information earlier in the planning process; any or all of the studies outlined below may be requested from applicants who apply, submit or make requests or applications for consents, amendments to the Official Plan, amendments to the Zoning By-law, site plan approval and approvals of plans of subdivision, including condominiums.*

**8.2.13.2 Reports and Studies**

*Support studies may be required as part of development and infrastructure approval process, or as a part of a more detailed planning study. The required supporting studies will be identified through pre-consultation with the municipality, and those that have been identified will be*

*required as part of a complete application. The reports and studies are intended to provide additional information pertaining to a subject site and the areas adjacent to it to assist Municipal Council and its delegated approval authorities to evaluate an application. The need and the timing of the support studies will be determined by the Municipality on a site or area specific basis having regard to the other provisions of this Plan and provincial legislation, policies and appropriate guidelines.*

*Support studies shall be prepared having regard to relevant federal and provincial legislation, policies and appropriate guidelines.*

*Support studies shall be prepared by qualified professionals to the satisfaction of the Municipality and, where applicable, in consultation with relevant public agencies and affected parties.*

*A public participation program may be established as part of the preparation of a support study to allow interested or affected parties to participate in the process.*

*All relevant mitigation recommendations included in a support study shall be considered as a condition to approval to be implemented by the proponent of development.*

*Municipal Council may adopt a support study by resolution.*

#### **8.2.13.3 Types of Reports and Studies**

*Municipal Council and its delegated approval authorities may require that a person, public body or applicant who apply, submit or make requests or applications for amendments to the Official Plan, amendments to the Zoning By-law, site plan approval, approval of plans of subdivision (including condominiums), and consents, provide any “other information or material” that Municipal Council or the approval authority considers it may need. Therefore, the following broad categories of reports and studies are not intended to preclude Municipal Council and its delegated approval authorities from requiring additional reports and studies that may be identified during the planning process if circumstances necessitate the need for such information as part of the decision making process. It is encouraged that the Municipality be consulted prior to the undertaking required reports/studies through the submission of a terms of reference.*

#### **8.2.13.4 Reports/Studies to address Planning Matters**

*The submission of reports and studies related to local and provincial planning matters is to ensure that a proposed development and/or change in land use is consistent with the Provincial Policy Statement, the County Official Plan, and the Municipal Official Plan and provides an integrated approach to land-use planning. The required reports/studies are to specifically address how a proposed development and/or a change in land use is consistent with the Provincial Policy Statement, the County Official Plan, and the Municipal Official Plan. The reports/studies must also demonstrate that the proposed development and/or a change in land use are consistent with the Provincial Policy Statement, the County Official Plan, and the Municipal Official Plan. Where*

*applicable, the reports/studies will also address consistency with an Area Plan and/or Guideline Documents that have been adopted by Municipal Council.*

#### **8.2.13.5 Reports/Studies relating to Environmental and Natural Matters**

*The required reports/studies are to identify the environmental and natural features which may be affected by the proposed development and/or change in land use; identify the areas that are to be employed as a buffer between the environmental and/or natural features and the proposed development and/or change in land use; and identify any other mitigative measures to be undertaken to protect the environmental and natural features from any adverse impacts associated with the proposed development and/or change in land use. These studies may include, but not be limited to Development Assessment Reports. Study components may be determined in consultation with the applicable Conservation Authority or other agency.*

#### **8.2.13.6 Reports/Studies to address Transportation Matters**

*The required reports/studies are to ensure that a proposed development and/or change in land use will not have a negative impact on the transportation network or on its surrounding land uses. Where new transportation infrastructure is required or an expansion of the existing transportation infrastructure is necessary to accommodate a proposed development and/or change in land use, the transportation reports/studies will demonstrate that the improved transportation infrastructure will be adequate to accommodate all modes of transportation in an efficient manner with minimal adverse impact on surrounding uses. Study components may include but not be limited to:*

- a) the collection and projection of traffic related data;*
- b) trip generation, assignment and distribution;*
- c) street and intersection capacity; and*
- d) recommended measures required to achieve the transportation goals, objectives and policies of this Plan.*

*Within 800 metres of the limit of a provincial highway, the Ministry of Transportation (MTO) shall require the preparation of a transportation impact assessment for major development proposals for large traffic generators in accordance with its "General Guidelines for the Preparation of Traffic Impact Studies." The main purpose of the Traffic Impact Study is to demonstrate how the transportation impacts of a proposed development or redevelopment can be mitigated and addressed in a manner that is consistent with the objectives of the MTO. The Traffic Impact Study also serves as the basis for the identification and evaluation of transportation related improvements or measures to be included as a condition of access approval, including funding, for the development or redevelopment.*

#### **8.2.13.7 Reports/Studies to address Servicing and Infrastructure Matters**

*The required reports/studies are to ensure that a proposed development and/or change in land use can be supported by adequate municipal water, sanitary sewer, and stormwater management services. Where new infrastructure is required or an expansion of the existing infrastructure is necessary, the servicing and infrastructure reports/studies will demonstrate that the improved infrastructure will be adequate to accommodate the proposed development and/or change in land use as well as any anticipated users of the infrastructure. Study components may include but not be limited to:*

- a) identifying the routing of services;*
- b) identifying the sizing of services;*
- c) providing for the cost of sharing of services;*
- d) identifying the timing of services;*
- e) describing any interim servicing measure; and*
- f) detailing any implementation requirements, including how the disturbed area will be rehabilitated.*

*Stormwater management reports/studies shall be circulated to the Ministry of Transportation (MTO) and the County of Middlesex for review and approval for development situated adjacent to or in the vicinity of a provincial highway and/or county road whose drainage may impact the highway or road.*

#### **8.2.13.8 Reports/Studies to address Financial and Market Impact Assessment Matters**

*The submission of reports and studies related to financial matters is to demonstrate that a proposed development and/or change in land use will not have an undesirable or unanticipated financial impact on the Municipality. The required reports/studies are to identify the short-term and long-term costs to the Municipality for the provision of municipal infrastructure and services required to support a proposed development and/or change in land use and an estimate of anticipated revenues arising from a proposed development and/or change in land use. Study components may include but not be limited to:*

- a) describing the proposal in detail, including any expected benefits to the municipality;*
- b) identifying municipal costs associated with the proposal;*
- c) recommending a proposed financing and timing scheme;*
- d) indicating how and why the proposal may contribute to the economic viability of the Municipality.*



*The Market Impact Assessment is to determine if a proposal is feasible and to identify land use problems that may arise as a result of a proposed commercial development. Study components may include but not be limited to:*

- a) including public surveys;*
- b) evaluating alternative locations;*
- c) identifying and assessing the impact on existing uses of a similar nature;*
- d) including relevant financial data; and*
- e) documenting the feasibility of the proposal.*

#### **8.2.13.9 Reports/Studies to address Urban Design and Cultural Matters**

*The required reports/studies are to demonstrate how a proposed development and/or change in land use will have a positive impact on neighbouring built heritage, is sensitive to archaeological issues, and is designed in a manner that enhances the local built form and/or natural environment. Study components may include but not be limited to:*

- a) documenting the area's character on a street and block pattern basis showing the size, orientation and lotting of each block;*
- b) providing a three dimensional profile for each street and block within the area;*
- c) identifying the existing urban design elements, such as nodes, landmarks, districts, paths and edges, which contribute to the character of the area and to its physical form and development pattern;*
- d) identifying potential urban design elements that would enhance the future physical form, development pattern and character of the area such as streetscape treatments, significant views and vistas and locations for the provision of gateways and art; and*
- e) establishing guidelines for the area which would assist in evaluating any proposed development or infrastructure undertaking.*

#### **8.2.13.10 Reports/Studies to address Nuisance and Hazard Matters**

*The submission of reports and studies related to nuisance and hazard matters is to demonstrate that inhabitants or users of a proposed development and/or change in land use are buffered from nuisances related to noise, dust, odour, and vibration, and to reduce the potential for public cost or risk to future inhabitants resulting from natural and human-made hazards. The required reports/studies are to identify all of the potential nuisance issues and natural/human-made hazards which may impact the proposed development and/or change in land use; identify the areas that are to be employed as a buffer between the nuisance issues and natural/human-made hazards and the proposed development and/or change in land use; and identify any other*

*measures to be undertaken to mitigate the impacts associated with the nuisance issues and natural/human-made hazards from the proposed development and/or change in land use.*

*Where such Study is required, study components may include but not be limited to:*

*a) Assessing the existing and predicted noise and vibration levels on the site, identifying and recommending various abatement measures, warning clauses, and/or other appropriate measures, which can be implemented and secured by way of zoning, site*

*plan agreement, subdivision agreement and/or development agreement; and*

*b) Having regard to relevant provincial legislation, policies and appropriate guidelines.*

#### **8.2.13.11 Peer Review**

*If upon completion and subsequent review of a study or report submitted in support of an application referred to in Section 8 there remains unresolved matters between the findings and/or recommendations of the study and the position/opinion of the Municipality and/or as a result of agency review, the Municipality may, at the applicant's expense, retain the services of its own professionally qualified and independent person or consultant to conduct a peer review of such study to provide an independent opinion on such matters.*

#### **8.2.13.12 Site Plan Approval**

*In addition to the foregoing, the following shall apply to applications for site plan approval:*

*a) The municipality may require that a peer review be completed as part of a complete application; and*

*Where other planning approvals are required to facilitate a development, site plan applications shall not be deemed complete until such time that subsequent approvals are in force and effect."*

#### **Additional Residential Units (Bill 108 "More Homes, More Choice" Act (2019))**

The Municipality's proposed official plan adequately addresses the Additional Residential Unit (ARU) requirements under Subsection 16.3 of the Planning Act. The proposed policies consider ARUs in settlement areas and agricultural areas and provide detailed policy direction outlining the requirements to establish ARUs. The proposed policies also distinguish between temporary garden suites and housing for farm labour, which is consistent with the direction provided in the County official plan.

It is noted that while the proposed policies do require on-site parking, they do not specifically define the parking requirements that are set out in the Act. While parking requirements will be included in any implementing zoning regulations, planning staff recommend including more specific policy direction that aligns with the wording in the Planning Act to ensure a concise and consistent approach.

Proposed Official Plan Wording:

*2.5.11 g) Each additional residential unit shall have one parking space that is provided and maintained for the sole use of the occupant of the additional residential unit. A parking space that is provided and maintained for the sole use of the occupant of an additional residential unit may be a tandem parking space.*

**Delegation of Minor Zoning By-law Amendments (Bill 13 “Supporting People, Supporting Businesses” Act (2021))**

The Municipality’s proposed official plan does not include any policy direction that would allow council to delegate the passing of minor zoning by-law amendments to a municipal committee, officer, employee or agent. It is recommended that the Municipality consider the addition of this policy direction given that official plan policies are required by the Act to give council the discretion to make this delegation.

Proposed Official Plan Wording:

**“8.2.8 Delegation of Minor Zoning By-law Amendments**

Council may, by by-law, delegate its authority to pass by-laws under Section 34 of the Planning Act that are of a minor nature to a committee of Council or to an individual who is an officer, employee or agent of the Municipality.

The following are considered by-laws under Section 34 of the Planning Act that are of a minor nature:

- 1) A by-law to remove a holding symbol;
- 2) A by-law to authorize the temporary use of land, buildings or structures;
- 3) An amending by-law under Subsection 34(10) of the Planning Act to permit the extension or enlargement of any land, building or structure that lawfully existed on the day that the Zoning By-law was passed, provided that such land, building or structure continues to be used in the same manner and for the same purpose; and
- 4) A by-law to which Section 43 of the Planning Act applies.”

**Cancelling of a Consent (Bill 276 “Supporting Recovery and Competitiveness” Act (2021))**

The Municipality’s official plan does not include any policy direction with respect to cancelling a consent. It is recommended that the Municipality consider the addition of a policy that speaks to this matter so that staff can appropriately evaluate requests to cancel consents.

Proposed Official Plan Wording:

**“8.2.4.6 Cancelling of a Consent**

*When considering a request for the cancellation of a certificate of consent, Council shall have regard for the policies of this plan and the regulations of the Zoning By-law”*

Hi,

I have a couple of thoughts about the official plan review.

According to the zoning by-law for C1 and C2 zonings, you are allowed to use the commercial space on the main level as a dwelling unit.

It says under the Core Commercial C1 Zone,

"To ensure commercial uses remain prominent at 'street level', residential uses are restricted to locations above the first floor with the exception of free-standing multiple unit dwellings."

Unfortunately in Wardsville, we do not have any contiguous buildings. They are all free standing. Which means any building with a second unit can all be used for multi-unit residential use.

Even if there is not a second suite though, under 7.1.1, you can use the commercial designation as a **single unit dwelling** (C2) or as a **dwelling unit** (C1 & C2).

Can we protect our commercial spaces a bit more? With the increase in multi-family rental rates and outside investors, I think communities like Wardsville may quickly lose the commercial spaces downtown as they may be converted to residential units. In Wardsville, we do not have parking for some of these newly converted residential units as it is and we lack accessible local resources.

ALSO

Little Kin Park in Wardsville has had restricted uses due the unmarked graveyard. Unfortunately Little Kin Park is the only public park in Wardsville and it has left the residents of this community with a lack of public land. While the children are able to play on the playground, the sports field is not able to be rented or used. Our community is growing and we need a park and we definitely need to be taking steps now to purchase land for a future second park. Are there any plans in place to purchase land for a second public park?

Regards,

Sarra Hare



## Committee of the Whole

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**Meeting Date:**        **October 10, 2023**

**Submitted by:**      **Cindy Howard, County Treasurer**

**Subject:**              **Budget Variance Report - August 2023**

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### **BACKGROUND:**

Council approves annual budgets for all departments. Professional estimates, the current legislative environment, macroeconomic trends (such as currency fluctuations, commodity prices, unemployment figures and business investment, etc.) and other local information available at the time are significant inputs to the budget recommended to Council by administration. All departments monitor revenues and expenditures on an ongoing basis.

Financial Reports to the end of August have been provided to you. We have now completed eight months of 2023 and below is an update on any variances. County continues to forecast an overall balanced budget for 2023. However, the County continues to face ongoing financial pressures and challenges including inflation and supply-chain disruption. Department Heads were consulted in the preparation of this report.

### **ANALYSIS:**

Highlights of the budget variances by department are as follows:

#### Administration:

Interest Revenue from investments are higher than budget due to higher interest rates.

Supplementary tax revenues and tax write-offs are part of the yearend process.

#### Planning:

No significant variances at this time.

#### Economic Development:

No significant variances at this time.

#### Information Technology:

Expenditures are tracking as expected.

#### Social Services:

The social housing amount has been prorated until actual billings are received from the City of London.

Children Services actuals are higher than budget due to Canada-Wide Early Learning and Child Care (CWELCC) program.

Other Program Costs includes the Provincial Homelessness Prevention Services program. The 2023 Middlesex County Allocation for Homeless Prevention Services is \$873,903. This amount includes the base allocation (\$210,245) and One-Time Allocation (\$663,658). Confirmation of this funding was received May 19, 2023 from the City of London.

#### Transportation:

No significant variances at this time.

#### Strathmere Lodge:

The Lodge received additional COVID-19 Prevention and Containment funding and additional funding for personal protective equipment (PPE) allocated for the 2022-23 fiscal year. The final Ministry of Long- Term Care 2022-23 Prevention and Containment Expenditures reporting was completed in April 2023.

The lodge received an increase in Ministry funding to support staffing and building repairs.

#### Ambulance:

Middlesex-London Paramedic Service monitors expenditures to ensure alignment with the approved budget. However, MLPS continues to experience a continued increase in call volume and offload delays, which are impacting system performance.

The system is also experiencing an increase level of occupation and non-occupational absence from the workplace, which is impacting staffing and budget.

On August 30, 2023, the Ministry of Health advised that Middlesex County will receive up to \$1,037,884 in one-time funding for the 2023/2024 funding year to support the Dedicated Offload Nurses Program.


On August 30, 2023, the Ministry of Health advised that Middlesex County will receive for the 2023 calendar year up to \$26,426,622 in 50/50 Land Ambulance Services Grant (LASG) (base funding).

### Library Services:

No significant variances at this time.

### **ALIGNMENT WITH STRATEGIC FOCUS:**

This report aligns with the following Strategic Focus, Goals, or Objectives:

<b>Strategic Focus</b>	<b>Goals</b>	<b>Objectives</b>
<p>Promoting Service Excellence</p> 	<p>Innovate and transform municipal service delivery</p>	<ul style="list-style-type: none"><li>• Anticipate and align municipal service delivery to emerging needs and expectations</li><li>• Engage, educate and inform residents, businesses, and visitors of county services and community activities</li><li>• Collaborate with strategic partners to leverage available resources and opportunities</li><li>• Build organizational capacity and capabilities</li></ul>

### **RECOMMENDATION:**

THAT the Budget Variance Report for August 2023 be received for information.



# COUNTY OF MIDDLESEX

## Expenditure Recap to August 31, 2023

### COMMITTEE / BOARD

	EXPENDITURES			NET TAXATION REQUIREMENT		
	2023 Budget	2023 To-date	%	2023 Budget	2023 To-date	%
<b><u>COMMITTEE OF THE WHOLE</u></b>						
Administration	\$ 7,324,798	\$ 4,548,490	62.1%	\$ 3,874,350	\$ 2,064,506	53.3%
Planning and Woodlots	1,635,763	1,109,850	67.8%	1,544,763	1,084,220	70.2%
Economic Development	944,458	466,140	49.4%	813,658	397,140	48.8%
Information Technology	2,006,597	1,294,998	64.5%	1,433,084	939,662	65.6%
Social Services	16,744,825	15,924,932	95.1%	7,602,217	5,320,619	70.0%
Transportation	32,870,835	26,184,542	79.7%	23,790,083	17,480,934	73.5%
Strathmere Lodge	18,495,759	12,547,948	67.8%	4,181,461	1,358,025	32.5%
Strathmere Lodge - Debenture	1,140,880	1,140,880	100.0%	536,440	737,928	137.6%
<b><u>MLEMS AUTHORITY</u></b>						
Land Ambulance	61,385,276	38,341,841	62.5%	5,746,126	3,744,106	65.2%
<b><u>LIBRARY BOARD</u></b>						
Library	5,830,291	5,142,423	88.2%	4,968,762	4,968,762	100.0%
<b>HEALTH UNIT</b>	1,404,859	936,573	66.7%	1,404,859	936,573	66.7%
<b>RESERVES</b>						
Transfer from Res. - Tax Rate				(2,268,135)	(2,268,135)	100.0%
Transfer to Res. - Working Capital						
<b>ONT. MUN. PARTNERSHIP FUND</b>						
Surplus - Winter Maintenance				(312,500)	(234,375)	75.0%
COVID - 19				(500,000)	(200,000)	40.0%
Surplus - Library				(245,138)	(245,138)	100.0%
				(40,000)	(40,000)	100.0%
<b>TOTALS</b>	<b>\$ 149,784,341</b>	<b>\$ 107,638,617</b>	<b>71.9%</b>	<b>\$ 52,530,030</b>	<b>\$ 36,044,827</b>	<b>68.6%</b>

**County of Middlesex  
Committee of the Whole**

**Statement of Revenues and Expenditures  
To August 31, 2023**

**ADMINISTRATION**

	2023 Budget	2023 To Date	%
<b>REVENUES</b>			
<b>COUNTY OF MIDDLESEX</b>	3,874,350	2,064,506	53.3%
<b>SUPPLEMENTARY TAXES</b>	900,000	14,696	1.6%
<b>INTEREST INCOME-GENERAL</b>	375,000	448,008	119.5%
<b>RECOVERIES - Ambulance, Ontario Works</b>	777,734	385,201	49.5%
<b>RENT - Facilities</b>	901,464	766,058	85.0%
<b>COMMUNITY TRANSPORTATION PROJECT</b>	371,250	499,883	134.6%
<b>COVID 19 PROGRAM</b>	-	245,138	0.0%
<b>TRANSFER FROM RESERVE</b>	125,000	125,000	100.0%
<b>Total REVENUE</b>	<b>7,324,798</b>	<b>4,548,490</b>	<b>62.1%</b>
<b>EXPENDITURES</b>			
<b>GOVERNANCE</b>			
<b>MEMBERS OF COUNCIL</b>			
<b>REMUNERATION</b>	365,729	210,608	57.6%
<b>BENEFITS</b>	23,444	13,870	59.2%
<b>INSURANCE</b>	2,500	1,055	42.2%
<b>TRAVEL</b>	30,590	8,528	27.9%
<b>EXPENSES</b>	64,250	28,525	44.4%
<b>CONVENTIONS</b>	78,392	43,179	55.1%
<b>MEMBERSHIPS</b>	79,320	74,596	94.0%
<b>SPECIAL EVENTS</b>	15,000	8,442	56.3%
<b>Total MEMBERS OF COUNCIL</b>	<b>659,225</b>	<b>388,803</b>	<b>59.0%</b>
<b>LIBRARY BOARD</b>			
<b>REMUNERATION</b>	9,275	2,131	23.0%
<b>BENEFITS</b>	422	236	55.9%
<b>CONVENTIONS - per diems</b>	20,400	8,328	40.8%
<b>Total LIBRARY BOARD</b>	<b>30,097</b>	<b>10,695</b>	<b>35.5%</b>

	<b>2023</b>	<b>2023</b>	
	<b>Budget</b>	<b>To Date</b>	<b>%</b>
<b>MIDDLESEX ACCESSIBILITY</b>			
REMUNERATION	4,122	859	20.8%
BENEFITS	128	21	16.4%
TRAVEL/EXPENSES/CONVENTIONS	550	198	36.0%
Total MIDDLESEX ACCESSIBILITY	<b>4,800</b>	<b>1,078</b>	<b>22.5%</b>
Total GOVERNANCE	<b>694,122</b>	<b>400,576</b>	<b>57.7%</b>
<b>ADMINISTRATION</b>			
SALARIES	2,112,624	1,340,572	63.5%
BENEFITS	637,998	418,983	65.7%
SALARY/BENEFITS CONTINGENCY	130,000	-	0.0%
EDUCATION/TRAVEL - CAO	22,500	19,054	84.7%
EDUCATION/TRAVEL - CLERK	7,000	4,425	63.2%
EDUCATION/TRAVEL - HR	51,900	3,326	6.4%
EDUCATION/TRAVEL - HEALTH & SAFETY	11,250	2,697	24.0%
EDUCATION/TRAVEL - TREASURY	31,000	7,300	23.5%
EDUCATION/TRAVEL - COUNTY SOLICITOR	25,400	10,421	41.0%
OPERATIONS	349,295	253,085	72.5%
AUDIT	41,750	-	0.0%
CONSULTING	135,800	44,622	32.9%
INSURANCE	80,000	31,280	39.1%
INSURANCE DEDUCTIBLE PAYMENTS	125,000	12,225	9.8%
TAX WRITE-OFFS	500,000	-	0.0%
PROPERTY TAX CAPPING - SHORT FALL	-	-	0.0%
Total ADMINISTRATION	<b>4,261,517</b>	<b>2,147,990</b>	<b>50.4%</b>
TRANSFERS			
TRANSFER TO RESERVE	125,000	125,000	100.0%
TRANSFER TO CAPITAL	53,500	64,200	120.0%
Total TRANSFERS	<b>178,500</b>	<b>189,200</b>	<b>106.0%</b>
Total ADMINISTRATION	<b>4,440,017</b>	<b>2,337,190</b>	<b>52.6%</b>
<b>FACILITIES</b>			
<b>FACILITIES OPERATING</b>			
SALARIES	96,167	62,022	64.5%
BENEFITS	27,313	17,535	64.2%
TRUCK MAINT./ EXP.	7,350	10,149	138.1%
County Building & Gaol - CLEANING	220,000	173,221	78.7%
County Building & Gaol - INSURANCE	17,500	6,546	37.4%
County Building & Gaol - UTILITIES	136,000	65,118	47.9%
Total FACILITIES OPERATING	<b>504,330</b>	<b>334,591</b>	<b>66.3%</b>

	<b>2023 Budget</b>	<b>2023 To Date</b>	<b>%</b>
TRANSFER TO CAPITAL			
TRANSFER TO CAPITAL	-	-	0.0%
Total TRANSFER TO CAPITAL	-	-	0.0%
Total FACILITIES	504,330	334,591	66.3%
MPAC - Assessment Services			
MPAC - Assessment Services	1,310,058	982,543	75.0%
Total MPAC - Assessment Services	1,310,058	982,543	75.0%
COMMUNITY TRANSPORTATION PROJECT			
Community Transportation Project	376,271	248,452	66.0%
Total Community Transportation Project	376,271	248,452	66.0%
COVID 19 PROGRAM	-	245,138	0.0%
TRANSFER TO RESERVE - COVID 19	-	-	0.0%
Total EXPENDITURES	<b>7,324,798</b>	<b>4,548,490</b>	<b>62.1%</b>

**County of Middlesex  
Capital Projects  
August 31, 2023**

Account	Description	Budget	Actual	Balance	%
<b>ADMINISTRATION</b>					
01-894-61009	Computer/Printer Replacements	\$ 64,200	\$ 17,897	\$ 46,303	27.9%

**County of Middlesex  
Committee of the Whole**

**Statement of Revenues and Expenditures  
To August 31, 2023**

**PLANNING**

	<b>2023 Budget</b>	<b>2023 To Date</b>	<b>%</b>
<b>REVENUES</b>			
COUNTY OF MIDDLESEX	\$ 1,544,763	\$ 1,084,220	70.2%
APPROVED AUTHORITY FEES	90,000	25,600	28.4%
OTHER	1,000	30	3.0%
<b>TOTAL REVENUES</b>	<b>\$ 1,635,763</b>	<b>\$ 1,109,850</b>	<b>67.8%</b>
<b>EXPENDITURES</b>			
<b>PLANNING</b>			
SALARIES	\$ 981,285	\$ 642,335	65.5%
BENEFITS	274,651	169,821	61.8%
OPERATIONS	44,050	28,109	63.8%
MIDDLESEX GEOGRAPHY NETWORK	165,450	155,187	93.8%
LEGAL SERVICES	2,500	661	26.4%
SPECIAL PROJECTS	27,000	27,000	100.0%
COVID-19 PROGRAM	-	423	0.0%
<b>TOTAL PLANNING</b>	<b>\$ 1,494,936</b>	<b>\$ 1,023,536</b>	<b>68.5%</b>
<b>WOODLANDS</b>			
SALARIES	\$ 96,155	\$ 60,800	63.2%
BENEFITS	28,459	16,816	59.1%
OPERATIONS	16,213	8,698	53.6%
<b>TOTAL WOODLANDS</b>	<b>\$ 140,827</b>	<b>\$ 86,314</b>	<b>61.3%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,635,763</b>	<b>\$ 1,109,850</b>	<b>67.8%</b>

**County of Middlesex  
Capital Projects  
August 31, 2023**

Account	Description	Budget	Actual	Balance	%
<b>PLANNING</b>					
01-201-66007	Computer Capital	\$ 4,750	\$ 1,427	\$ 3,323	30.0%
01-201-66013	Official Plan/Special Projects	\$ 27,000	\$ -	\$ 27,000	0.0%
		<b>\$ 31,750</b>	<b>\$ 1,427</b>	<b>\$ 30,323</b>	<b>4.5%</b>

**County of Middlesex  
Committee of the Whole**

**Statement of Revenues and Expenditures  
To August 31, 2023**

**ECONOMIC DEVELOPMENT**

	<b>2023 Budget</b>	<b>2023 To Date</b>	<b>%</b>
<b>REVENUES</b>			
COUNTY OF MIDDLESEX	\$ 813,658	\$ 397,140	48.8%
GRANTS	\$ 130,800	\$ 69,000	52.8%
<b>TOTAL REVENUES</b>	<u>\$ 944,458</u>	<u>\$ 466,140</u>	<u>49.4%</u>
<b>EXPENDITURES</b>			
SALARIES	\$ 308,639	\$ 193,799	62.8%
BENEFITS	93,447	48,894	52.3%
OPERATIONS	52,262	21,750	41.6%
ECONOMIC DEVELOPMENT SERVICES	327,729	118,528	36.2%
TOURISM SERVICES	102,000	40,358	39.6%
COVID-19 PROGRAM	-	-	0.0%
TOURISM RELIEF & RECOVERY FUND	-	2,318	0.0%
OMAFRA FUNDING (RED)	60,381	40,493	67.1%
<b>TOTAL EXPENDITURES</b>	<u>\$ 944,458</u>	<u>\$ 466,140</u>	<u>49.4%</u>



**County of Middlesex  
Capital Projects  
August 31, 2023**

Account	Description	Budget	Actual	Balance	%
<b>Economic Development</b>					
01-201-66021	Computer Capital	\$ 4,450	\$ 170	\$ 4,280	3.8%

**County of Middlesex  
Committee of the Whole**

**Statement of Revenues and Expenditures  
To August 31, 2023**

**INFORMATION TECHNOLOGY**

	<b>2023 Budget</b>	<b>2023 To Date</b>	<b>%</b>
<b>REVENUES</b>			
COUNTY OF MIDDLESEX	\$ 1,433,084	\$ 939,662	65.6%
RECOVERIES	400,410	266,940	66.7%
OTHER REVENUES	173,103	88,396	51.1%
<b>TOTAL REVENUES</b>	<u><u>\$ 2,006,597</u></u>	<u><u>\$ 1,294,998</u></u>	<u><u>64.5%</u></u>
<b>EXPENDITURES</b>			
SALARIES	\$ 1,098,759	\$ 729,553	66.4%
BENEFITS	322,138	200,028	62.1%
OPERATIONS	48,000	22,438	46.7%
NETWORK MAINTENANCE	437,700	234,630	53.6%
TRANSFER TO CAPITAL	100,000	100,000	100.0%
COVID-19 PROGRAM	-	8,349	0.0%
<b>TOTAL EXPENDITURES</b>	<u><u>\$ 2,006,597</u></u>	<u><u>\$ 1,294,998</u></u>	<u><u>64.5%</u></u>

**County of Middlesex  
Capital Projects  
August 31, 2023**

Account	Description	Budget	Actual	Balance	%
<b>INFORMATION TECHNOLOGY</b>					
01-740-62001	Computer Hardware	\$ 34,700	\$ 13,613	\$ 21,087	39.2%
01-740-62053	System Provisioning Automation	\$ 10,000	\$ 10,000	-	100.0%
01-740-62001	IT Equipment - Transfer to Reserve Fund	\$ 55,300	\$ 55,300	-	100.0%
		<b>\$ 100,000</b>	<b>\$ 78,913</b>	<b>\$ 21,087</b>	<b>78.9%</b>

**County of Middlesex  
Committee of the Whole**

**Statement of Revenues and Expenditures  
To Aug 31, 2023**

**SOCIAL SERVICES**

	<b>2023 Budget</b>	<b>2023 To Date</b>	<b>%</b>
<b>REVENUES</b>			
COUNTY OF MIDDLESEX	\$ 7,602,217	\$ 5,320,619	70.0%
GOVERNMENT CONTRIBUTION - PROVINCE/CITY & OW RECOVERIES	9,142,608	10,604,313	116.0%
<b>Total REVENUES</b>	<u>\$ 16,744,825</u>	<u>\$ 15,924,932</u>	<u>95.1%</u>
<b>EXPENDITURES</b>			
<b>ONTARIO WORKS AND EMPLOYMENT ADMINISTRATION</b>			
SALARIES	\$ 941,848	\$ 524,987	55.7%
LOCAL SYSTEM SUPPORT SALARIES	58,009	37,767	65.1%
BENEFITS	278,501	145,173	52.1%
LOCAL SYSTEM SUPPORT EQUIPMENT	48,052	36,533	76.0%
TRAVEL	15,000	1,897	12.6%
TRAINING AND EDUCATION	20,000	7,834	39.2%
MEMBERSHIPS	2,500	784	31.4%
GENERAL OFFICE EXPENSE	33,846	13,483	39.8%
TECHNOLOGY	15,000	111	0.7%
ACCOMODATION	81,500	44,333	54.4%
PROFESSIONAL ADVISORS	2,500	400	16.0%
PURCHASED SERVICE	53,000	26,436	49.9%
PARTICIPATION EXPENSES	30,000	21,864	72.9%
INTAKE SCREENING - CITY OF LONDON	28,000	-	0.0%
PROGRAM COSTS	3,504,111	-	0.0%
		2,046,239	
<b>Total ONTARIO WORKS AND EMPLOYMENT ADMINISTRATION</b>	<u>\$ 5,111,867</u>	<u>\$ 2,907,841</u>	<u>56.9%</u>

**County of Middlesex  
Committee of the Whole**

**Statement of Revenues and Expenditures  
To Aug 31, 2023**

**SOCIAL SERVICES**

	<b>2023 Budget</b>	<b>2023 To Date</b>	<b>%</b>
<b>CHILDREN'S SERVICES</b>			
ADMINISTRATION SALARIES	\$ 268,008	\$ 146,919	54.8%
ADMINISTRATION BENEFITS	60,423	37,399	61.9%
PROGRAM - FEE SUBSIDY	4,131,594	7,926,812	191.9%
PROGRAM - SUMMER RECREATIONAL CHILD CARE	15,000	-	0.0%
PROGRAM - SPECIAL NEEDS	264,087	176,058	66.7%
MIDDLESEX SUPPORTS	124,000	73,327	59.1%
PAY EQUITY	25,032	18,774	75.0%
CAPACITY	31,200	-	0.0%
<b>Total CHILDREN'S SERVICES</b>	<u>\$ 4,919,344</u>	<u>\$ 8,379,289</u>	<u>170.3%</u>
<b>SOCIAL HOUSING</b>			
SOCIAL HOUSING	\$ 6,528,880	\$ 4,352,587	66.7%
<b>Total SOCIAL HOUSING</b>	<u>\$ 6,528,880</u>	<u>\$ 4,352,587</u>	<u>66.7%</u>
<b>OTHER PROGRAM COSTS</b>			
OTHER PROGRAM COSTS	\$ 184,734	\$ 285,216	154.4%
<b>Total OTHER PROGRAM COSTS</b>	<u>\$ 184,734</u>	<u>\$ 285,216</u>	<u>154.4%</u>
<b>COVID - 19</b>			
COVID - 19	\$ -	\$ -	0.0%
<b>Total COVID - 19</b>	<u>\$ -</u>	<u>\$ -</u>	<u>0.0%</u>
<b>Total EXPENDITURES</b>	<u>\$ 16,744,825</u>	<u>\$ 15,924,932</u>	<u>95.1%</u>

**County of Middlesex  
Committee of the Whole**

**Statement of Revenues and Expenditures  
To August 31, 2023**

**TRANSPORTATION**

	<b>2023 Budget</b>	<b>2023 To Date</b>	<b>%</b>
<b>REVENUES</b>			
COUNTY OF MIDDLESEX	\$ 23,790,083	\$ 17,480,934	73.5%
TRANSFER FROM RESERVES	\$ 4,300,000	\$ 4,300,000	100.0%
CITY OF LONDON	1,250,000	1,293,798	103.5%
GRAVEL ROYALTY	50,000	-	0.0%
FEDERAL GAS TAX	2,367,914	2,367,914	100.0%
ONTARIO COMMUNITY INFRASTRUCTURE FUND	1,112,838	741,896	66.7%
<b>TOTAL REVENUES</b>	<b>\$ 32,870,835</b>	<b>\$ 26,184,542</b>	<b>79.7%</b>
<b>EXPENDITURES</b>			
<b>OPERATING COSTS</b>			
ROAD MAINTENANCE	\$ 8,514,500	\$ 3,308,229	38.9%
BRIDGE & CULVERT MAINTENANCE	286,000	102,914	36.0%
OVERHEAD	2,699,531	1,513,384	56.1%
EQUIPMENT & HOUSING OPERATIONS	(761,196)	(507,431)	66.7%
ENVIRONMENTAL SERVICES	25,000	-	0.0%
EMERGENCY PLANNING, FIRE & 911	587,000	247,446	42.2%
<b>TOTAL OPERATING COSTS</b>	<b>\$ 11,350,835</b>	<b>\$ 4,664,542</b>	<b>41.1%</b>
<b>TRANSFERS</b>			
TRANSFER TO ROADS CAPITAL	\$ 15,120,000	\$ 15,120,000	100.0%
TRANSFER TO EQUIPMENT CAPITAL	980,000	980,000	100.0%
TRANSFER TO FACILITIES CAPITAL	200,000	200,000	100.0%
TRANSFER TO BRIDGE CAPITAL	5,220,000	5,220,000	100.0%
<b>TOTAL TRANSFERS</b>	<b>\$ 21,520,000</b>	<b>\$ 21,520,000</b>	<b>100.0%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 32,870,835</b>	<b>\$ 26,184,542</b>	<b>79.7%</b>

**County of Middlesex  
Capital Projects  
August 31, 2023**

Account	Description	Budget	Actual	Balance	%
<b>ROADS</b>	<b>ROADS</b>				
01-401-70012	Municipal Drain Construction	\$ 300,000	\$ 40,982	\$ 259,018	13.7%
01-401-70148	CR 14 Roundabout	\$ 500,000	\$ 22,162	\$ 477,838	4.4%
01-401-70149	45 - From CR 33 to CR 39 (Pike Rd)	\$ 1,600,000	\$ 518,750	\$ 1,081,250	32.4%
01-401-70160	13 - Lucan Urban (w/ Lucan Biddulph)	\$ 1,095,000	\$ 113	\$ 1,094,887	0.0%
01-401-70170	33 - From CR 81 to CR 45 (Mullifarry)	\$ 1,000,000	\$ 291,098	\$ 708,902	29.1%
01-401-70171	7 - From CR 81 to Lambton (Elginfield)	\$ 3,300,000	\$ 2,666,325	\$ 633,675	80.8%
01-401-70172	74 - From CR 29 to Elgin (Westchester Brne)	\$ 1,500,000	\$ 55,437	\$ 1,444,563	3.7%
01-401-70173	24 - From CR 21 to HWY 4 (McGillivray Dr.)	\$ 1,700,000	\$ 745,230	\$ 954,770	43.8%
01-401-70174	28 - From Fairview to Oxford (Thorndale Rd.)	\$ 1,600,000	\$ 954,002	\$ 645,998	59.6%
01-401-70175	81 - From CR 22 to CR 12 (Centre Rd.)	\$ 2,250,000	\$ 968,993	\$ 1,281,007	43.1%
01-401-70176	Traffic Signals (CR 35 & CR 15)	\$ 300,000	\$ 2,874	\$ 297,126	1.0%
01-401-70177	Traffic Signals - Head St. & CR 39	\$ 300,000	\$ 3,227	\$ 296,773	1.1%
01-401-70178	Hamilton Road - Dorchester	\$ 575,000	\$ -	\$ 575,000	0.0%
01-401-76XXX	Roads Equipment	\$ 980,000	\$ 791,393	\$ 188,607	80.8%
01-401-77033	Thorndale Bridge Rehab. CR 28	\$ 250,000	\$ 893	\$ 249,107	0.4%
01-401-77054	Black Bridge Rehabilitation (B-19-045)	\$ 2,300,000	\$ 1,888,836	\$ 411,164	82.1%
01-401-77055	Waubuno Bridge	\$ 500,000	\$ 60,986	\$ 439,014	12.2%
01-401-77063	CR 17 - Nairn Bridge Replacement	\$ 540,000	\$ 223,392	\$ 316,608	
01-401-77067	Pike Rd Bridge	\$ 200,000	\$ 31,199	\$ 168,801	15.6%
01-401-77068	Gore Road Bridge Repair	\$ 200,000	\$ 225,361	\$ (25,361)	112.7%
01-401-77070	Elgin Road Bridge Repire	\$ 230,000	\$ 179,145	\$ 50,855	77.9%
01-401-79XXX	Future Engineering & Right of Way	\$ 100,000	\$ 10,549	\$ 89,451	10.5%
01-401-77XXX	Transfer to Reserve Fund	\$ 200,000	\$ 200,000	\$ -	100.0%
		<b>\$ 21,520,000</b>	<b>\$ 9,880,949</b>	<b>\$ 11,639,051</b>	<b>45.9%</b>

COUNTY OF MIDDLESEX  
COMMITTEE OF THE WHOLE  
STATEMENT OF REVENUE & EXPENDITURE TO AUGUST 31, 2023  
STRATHMERE LODGE

Description	2023 Budget	2023 To Date	%
<b>STRATHMERE LODGE</b>			
<b>REVENUES</b>			
COUNTY OF MIDDLESEX	4,181,461	1,358,025	32.5%
PROVINCE OF ONTARIO	9,964,410	8,135,937	81.6%
RESIDENTS	4,231,982	2,818,570	66.6%
OTHER	37,906	155,416	410.0%
TRANSFER FROM RESERVE - WSIB	30,000	30,000	100.0%
TRANSFER FROM RESERVE - CAPITAL	50,000	50,000	100.0%
<b>Total REVENUES</b>	<b>18,495,759</b>	<b>12,547,948</b>	<b>67.8%</b>

**EXPENDITURES**

SALARIES	12,315,339	7,842,524	63.7%
BENEFITS	3,299,693	2,007,792	60.8%
SUPPLIES	285,560	198,701	69.6%
FACILITY REPLACEMENTS	35,370	33,617	95.0%
FACILITY MAINTENANCE	277,245	166,641	60.1%
OTHER REPLACEMENTS	111,000	89,481	80.6%
PURCHASED SERVICES	630,174	361,635	57.4%
RAW FOOD	675,946	427,302	63.2%
UTILITIES	400,000	251,290	62.8%
INSURANCE	62,444	34,455	55.2%
AUDIT	4,800	-	0.0%
LEGAL & CONSULTING	20,000	50,658	253.3%
TREASURY CHARGE	108,329	72,219	66.7%
OFFICE EXPENSE	39,340	29,614	75.3%
EDUCATION, TRAVEL & CONVENTION	23,519	15,944	67.8%
CAPITAL	207,000	207,000	100.0%
SUPPORTING PROFESSIONAL GROWTH FUND	-	11,679	0.0%
LOCAL PRIORITIES FUND	-	34,542	0.0%
RESIDENT HEALTH AND WELL-BEING PROGRAM	-	-	0.0%
COMPREHENSIVE MINOR CAPITAL PROGRAM	-	27,939	0.0%
MEDICATION SAFETY TECHNOLOGY PROGRAM	-	9,573	0.0%
IPAC PROGRAM	-	94,295	0.0%
COVID-19 PROGRAM	-	581,048	0.0%
<b>Total EXPENDITURES</b>	<b>18,495,759</b>	<b>12,547,948</b>	<b>67.8%</b>

**RESIDENT DAYS**

PRIVATE	32,011	16,829	52.6
SEMI-PRIVATE	372	-	0.0
BASIC	7,142	6,703	93.9
BELOW BASIC	18,875	9,542	50.6
SHORT STAY	-	111	0.0
<b>TOTAL RESIDENT DAYS</b>	<b>58,400</b>	<b>33,185</b>	<b>56.8</b>

FUNDED RESIDENT DAYS	33,920	
VACANCIES LONG STAY	634	1.87%
VACANCIES SHORT STAY	101	47.64%
BED HOLDING DAYS	0	



**COUNTY OF MIDDLESEX  
STRATHMERE LODGE  
COUNTY CONTRIBUTION ANALYSIS**

**Envelope Expenditure & Funding**

**Aug-23**

	Nursing	Programming	Raw Food	Accommodation	Total
Actual Cost Per Diem	<b>192.53</b>	<b>16.83</b>	<b>10.97</b>	<b>80.32</b>	300.65
Provincial Funding per diem	<b>165.81</b>	<b>13.00</b>	<b>11.80</b>	<b>60.23</b>	250.84
Difference	26.72	3.83	-0.83	20.09	49.81

**Available Funding/Revenue**

Accommodation	Preferred Revenue	Estate Revenue	Total
(20.09)	13.66	0.00	(6.43)

**Applied To**

Nursing	Raw Food	Programming	
26.72	0.00	3.83	30.55

**Net County Cost**

36.99

**County Contribution as of**

**Aug-23**

Resident Days	Net County Cost	County Contribution
38880	36.99	1,438,025
		<b>1,438,025</b>

**Allocated To**

Operating Costs	<b>1,358,025</b>
Transfer from Reserve	<b>30,000</b>
Transfer from Reserve-Capital	<b>50,000</b>

Check	\$1,438,025	\$0.00
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**County of Middlesex  
Committee of the Whole**

**Statement of Revenues and Expenditures  
To August 31, 2023**

**STRATHMERE LODGE DEBENTURE PAYMENT**

	<b>2023 Budget</b>	<b>2023 To Date</b>	<b>%</b>
<b>REVENUES</b>			
COUNTY OF MIDDLESEX	\$ 536,440	\$ 737,928	137.6%
PROVINCE OF ONTARIO	604,440	402,952	66.7%
<b>TOTAL REVENUES</b>	<u>\$ 1,140,880</u>	<u>\$ 1,140,880</u>	<u>100.0%</u>
<b>EXPENDITURES</b>			
PRINCIPAL	\$ 890,000	\$ 890,000	100.0%
INTEREST	113,705	113,705	100.0%
TRANSFER TO RESERVE - TAX RATE	137,175	137,175	100.0%
<b>TOTAL EXPENDITURES</b>	<u>\$ 1,140,880</u>	<u>\$ 1,140,880</u>	<u>100.0%</u>

**County of Middlesex  
MLEMS AUTHORITY**

**Statement of Revenues and Expenditures  
To August 31, 2023**

**LAND AMBULANCE**

	<b>2023 Budget</b>	<b>2023 To Date</b>	<b>%</b>
<b>REVENUES</b>			
COUNTY OF MIDDLESEX	\$ 5,746,126	\$ 3,744,106	65.2%
PROVINCE OF ONTARIO - Land Ambulance	26,043,848	15,760,226	60.5%
CITY OF LONDON - Land Ambulance	29,595,302	18,837,509	63.7%
TRANSFERS FROM RESERVES	-	-	0.0%
<b>TOTAL REVENUES</b>	<b>\$ 61,385,276</b>	<b>\$ 38,341,841</b>	<b>62.5%</b>
<b>EXPENDITURES</b>			
PAYMENTS TO MIDDLESEX-LONDON EMS	\$ 58,127,195	\$ 35,083,760	60.4%
<b>TOTAL SERVICES</b>	<b>\$ 58,127,195</b>	<b>\$ 35,083,760</b>	<b>60.4%</b>
<b>VEHICLES, EQUIPMENT &amp; MEDICAL SUPPLIES</b>			
VEHICLES, EQUIPMENT CAPITAL	3,258,081	3,258,081	100.0%
<b>TOTAL VEHICLES &amp; EQUIPMENT</b>	<b>\$ 3,258,081</b>	<b>\$ 3,258,081</b>	<b>100.0%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 61,385,276</b>	<b>\$ 38,341,841</b>	<b>62.5%</b>

**County of Middlesex  
Capital Projects  
August 31, 2023**

<b>Account</b>	<b>Description</b>	<b>Budget</b>	<b>Actual</b>	<b>Balance</b>	<b>%</b>
<b>MLEMS - AMBULANCE</b>					
41-265-63002	Ambulance & ERV Purchase	\$ 2,413,486	\$ 2,068,778	\$ 344,708	85.7%
41-265-63006	Laptop Replacements/IT Capital	\$ 205,100	\$ 70,514	\$ 134,586	34.4%
41-265-63008	Defibrillator	\$ 415,275	\$ 346,091	\$ 69,184	83.3%
41-265-63009	Stretchers	\$ 224,220	\$ 140,991	\$ 83,229	62.9%
		<b>\$ 3,258,081</b>	<b>\$ 2,626,374</b>	<b>\$ 631,707</b>	<b>80.6%</b>

**County of Middlesex  
Library Board**

**Statement of Revenues and Expenditures  
To August 31, 2023**

**LIBRARY**

	<b>2023 Budget</b>	<b>2023 To Date</b>	<b>%</b>
<b>REVENUES</b>			
COUNTY OF MIDDLESEX	\$ 4,968,762	\$ 4,968,762	100.0%
PROVINCE OF ONTARIO - OPERATING	134,047	-	0.0%
EARLYON CHILD AND FAMILY CENTRES	377,605	-	0.0%
SOCIAL SERVICES	123,877	77,815	62.8%
DONATIONS / FUNDRAISING	5,000	7,146	142.9%
FINES & LOST BOOKS	8,000	5,816	72.7%
OTHER REVENUES	8,000	7,884	98.6%
TRANSFER FROM RESERVE FUND	75,000	75,000	100.0%
SURPLUS PRIOR YEAR	130,000	-	0.0%
<b>TOTAL REVENUES</b>	<b>\$ 5,830,291</b>	<b>\$ 5,142,423</b>	<b>88.2%</b>
<b>EXPENDITURES</b>			
SALARIES	\$ 2,982,186	\$ 1,888,740	63.3%
BENEFITS	703,352	415,280	59.0%
OPERATIONS	251,100	151,891	60.5%
COLLECTIONS	461,000	265,877	57.7%
BRANCH DEVELOPMENT	60,000	23,857	39.8%
BRANCHES - RENT	762,961	381,366	50.0%
AUTOMATION	157,237	76,721	48.8%
TRANSFER TO CAPITAL	115,350	115,350	100.0%
DELIVERY SERVICE	9,500	6,333	66.7%
EARLYON CHILD AND FAMILY CENTRES	327,605	274,841	83.9%
COVID-19 PROGRAM	-	2,962	0.0%
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,830,291</b>	<b>\$ 3,603,218</b>	<b>61.8%</b>
<b>Surplus</b>		<b>\$ 1,539,205</b>	

**County of Middlesex  
Capital Projects  
August 31, 2023**

Account	Description	Budget	Actual	Balance	%
<b>LIBRARY</b>					
21-701-80001	Library Software & Hardware	\$ 95,350	\$ 73,000	\$ 22,350	76.6%
21-701-80001	Branch Programming Technology	\$ 10,000	\$ -	\$ 10,000	0.0%
21-701-80027	Wifi Hotspot Lending Program	\$ 10,000	\$ -	\$ 10,000	0.0%
		<b>\$ 115,350</b>	<b>\$ 73,000</b>	<b>\$ 42,350</b>	<b>63.3%</b>

# General Administration Payables

September 2, 2023 to September 28, 2023

Cheque Number	Vendor Name	Invoice Description	Amount
159740	Municipality of Adelaide Metcalfe	2023 AMO Registration	\$870.05
159760	Cathy Burghardt-Jesson	Employee Expense Claim	\$34.77
159799	Jessica Ngai	Employee Expense Claim	\$552.65
159810	Lerners LLP	Professional Fees	\$1,813.65
159826	MLEMS Staff Association	V18/23	\$1,485.00
159827	Middlesex London Health Unit	Payment for September 2023	\$116,168.26
159830	MRC Systems Inc	Maintenance Agreement	\$244.93
159834	Ontario Public Service Employees Union	E22V1823	\$15,118.83
159834	Ontario Public Service Employees Union	E22V1823	\$577.73
159839	Purolator Inc.	Courier	\$5.25
159843	Rebecca Glavin	Employee Expense Claim	\$17.00
159858	Staples Advantage	Supplies	\$677.89
159866	Superior Court of Justice, Family Court	Garnishment	\$571.60
159873	Thomson Reuters Canada	Registration	\$1,051.05
159911	CBRE Limited	Professional Services	\$2,260.00
159934	Garda Canada Security Corp.	Daily service	\$551.55
159962	Manulife Financial	Annual Premium	\$3,604.56
159964	Metropolitan Maintenance	Daily service	\$4,655.60
159966	Middlesex Plowmen's Association	Plowing Match	\$16.40
159971	Ontario Nurses Association	Union Dues	\$2,391.80
159986	Sheriff of the County of Middlesex	Garnishment	\$1,260.81
159993	Mun. of Strathroy Caradoc	Dispatch Contract	\$81,875.40
159999	TempWise Design and Maintenance	Install new heat pump	\$2,549.28
159999	TempWise Design and Maintenance	Service call blown fuse	\$1,792.97
160004	UNIFOR Local 302	Union Due - August 2023	\$13,614.59
160011	Voyageur Transportation	Aug/23 CT Services	\$33,687.51
160013	Waste Connections of Canada Inc.	Recycling service	\$815.70
160013	Waste Connections of Canada Inc.	Recycling Service	\$812.24
160013	Waste Connections of Canada Inc.	Recycling service	\$808.91
160018	WSIB	Schedule 2 Firm 855989	\$45.00
160018	WSIB	Physician Fees Firm 855989	\$866.05
160024	407 ETR	Toll Fees	\$82.47
160043	Blaise Transit Ltd.	Sep/23 Subscription	\$941.66
160098	Knighthunter	Knighthunter Invoice #75869	\$63.28
160098	Knighthunter	Knighthunter Invoice #75877	\$63.28
160098	Knighthunter	Knighthunter Invoice #75885	\$63.28
160098	Knighthunter	Knighthunter Invoice #75901	\$63.28
160098	Knighthunter	Knighthunter Invoice #	\$63.28
160121	MLEMS Staff Association	V19/23	\$1,485.00
160129	OMHRA	OMHRA Inv #JOB-2023-410	\$197.75
160130	Ontario Public Service Employees Union	E22V1923	\$15,366.25
160130	Ontario Public Service Employees Union	E22V1923	\$572.38
160137	Purolator Inc.	Courier	\$5.25

# General Administration Payables

September 2, 2023 to September 28, 2023

Cheque Number	Vendor Name	Invoice Description	Amount
160137	Purolator Inc.	Courier	\$52.29
160141	RWAM Insurance Administrators	Group 100000 Div 2	\$64,297.59
160141	RWAM Insurance Administrators	Group 100000, Div 1	\$47,714.46
160141	RWAM Insurance Administrators	Group 100000, Div 4	\$31,630.59
160141	RWAM Insurance Administrators	Group 100000, Div 5	\$27,166.18
160141	RWAM Insurance Administrators	Group 100000 Div 2	\$64,095.03
160141	RWAM Insurance Administrators	Group 100000, Div 1	\$46,084.15
160141	RWAM Insurance Administrators	Group 100000, Div 4	\$30,063.33
160141	RWAM Insurance Administrators	Group 100000, Div 5	\$27,706.61
160142	Rebecca Zeldon	Employee Expense Claim	\$103.70
160164	Superior Court of Justice, Family Court	Garnishment	\$693.13
160207	C.I.S.	Consulting Fees	\$14,774.24
160210	CSI International, Inc.	Celebration Packet	\$56.07
160213	C.U.P.E. Local 2018	Union Dues	\$2,000.00
160214	CUPE Local 101.5	Union Dues	\$3,451.62
160230	The Social Service Bureau of Sarnia-Lambton	Contract Installment #3	\$5,514.00
160235	Frampton Mailing Systems	Rental Agreement	\$552.40
160247	Jessica Kinsman	Employee Expense Claim	\$17.57
160270	Purolator Inc.	Courier	\$33.97
			\$675,771.12



# Information Technology Payables

September 2, 2023 to September 28, 2023

Cheque Number	Vendor Name	Invoice Description	Amount
159744	Aidan Luby	Employee Expense Claim	\$393.80
159761	CDW Canada Inc.	Licensing	\$763.43
159761	CDW Canada Inc.	Computer Hardware	\$1,739.64
159761	CDW Canada Inc.	Computer Hardware	\$53.52
159761	CDW Canada Inc.	Renewal	\$5,649.60
159761	CDW Canada Inc.	Computer Hardware	\$306.90
159761	CDW Canada Inc.	Computer Hardware	\$532.06
159761	CDW Canada Inc.	Computer Hardware	\$338.65
159761	CDW Canada Inc.	Computer Hardware	\$338.65
159761	CDW Canada Inc.	Computer Hardware	\$495.60
159761	CDW Canada Inc.	Computer Hardware	\$386.14
159761	CDW Canada Inc.	Computer Supplies	\$755.04
159766	CompuCom Canada Co.,	Computer Hardware	\$14,468.77
159797	Jesse Deschaine	Employee Expense Claim	\$349.95
159801	James Webb	Employee Expense Claim	\$40.00
159824	Metropolitan Maintenance	Facility Cleaning	\$627.15
159824	Metropolitan Maintenance	Facility cleaning	\$169.50
159839	Purolator Inc.	Courier	\$5.84
159839	Purolator Inc.	Courier	\$85.71
159846	Ricoh Canada Inc.	Ricoh meter read	\$22.98
159846	Ricoh Canada Inc.	Ricoh meter reads	\$4.17
159846	Ricoh Canada Inc.	Ricoh meter read	\$25.54
159846	Ricoh Canada Inc.	Ricoh meter read	\$165.80
159846	Ricoh Canada Inc.	Ricoh meter read	\$1,395.75
159846	Ricoh Canada Inc.	Ricoh meter read	\$212.09
159846	Ricoh Canada Inc.	Ricoh meter read	\$160.59
159846	Ricoh Canada Inc.	Ricoh meter read	\$0.64
159846	Ricoh Canada Inc.	Ricoh meter read	\$5.73
159848	Rogers Wireless	Cell Phones	\$526.15
159869	Telus Communications Inc	Telus - Connectivity	\$1,011.35
159888	Access Information Mgmt	Off Site Tape Storage	\$330.11
159888	Access Information Mgmt	Off Site Tape Storage	\$606.38
159888	Access Information Mgmt	Off Site Tape Storage	\$704.25
159888	Access Information Mgmt	Off Site Storage - Aug 2023	\$376.26
159893	Amazon.com.ca Inc.	Space Desktop	\$15.65
159910	Chris Bailey	Employee Expense Claim	\$363.65
159914	CDW Canada Inc.	Computer Hardware	\$1,426.08
159914	CDW Canada Inc.	Computer Hardware	\$1,436.58
159914	CDW Canada Inc.	Supplies	\$881.81
159914	CDW Canada Inc.	Computer Hardware	\$202.68
159914	CDW Canada Inc.	Computer Hardware	\$158.95
159928	Execulink Telecom	Internet Services	\$1,010.76

# Information Technology Payables

September 2, 2023 to September 28, 2023

Cheque Number	Vendor Name	Invoice Description	Amount
159932	Falcon Internet Services inc.	Internet Services	\$112.99
159936	Greg Marles	Employee Expense Claim	\$67.11
159946	Insight Canada Inc.	Software Renewal	\$3,628.27
159947	INTEGRA Data Systems Corp	Cyber Security Services	\$8,037.69
159947	INTEGRA Data Systems Corp	Computer Hardware	\$649.75
159972	Park Place Technologies Canada ULC	Support	\$6,995.16
159983	Ryan Thomas	Employee Expense Claim	\$40.00
159997	Telus	Telus Mobility	\$2,504.70
160035	Amazon.com.ca Inc.	Computer Hardware	\$459.94
160053	CDW Canada Inc.	APC Smart UPS Replacement	\$2,451.55
160053	CDW Canada Inc.	Computer Hardware	\$2,451.55
160053	CDW Canada Inc.	New Server Project	\$1,197.80
160053	CDW Canada Inc.	Renewal	\$2,352.46
160053	CDW Canada Inc.	Computer Hardware	\$193.63
160053	CDW Canada Inc.	Software	\$338.72
160053	CDW Canada Inc.	Computer Hardware	\$158.95
160075	Global Knowledge Network Canada Inc.	Training	\$5,931.09
160087	Insight Canada Inc.	Maintenance Renewal	\$1,329.83
160101	Kevin Packwood	Employee Expense Claim	\$458.20
160168	Telus	Cell Phones	\$3,328.18
160171	THINKDOX Inc.	Computer Software	\$93.79
160193	Amazon.com.ca Inc.	Computer Hardware	\$15.65
160193	Amazon.com.ca Inc.	Computer Hardware	\$22.59
160193	Amazon.com.ca Inc.	Computer Supplies	\$147.38
160202	CDW Canada Inc.	Computer Hardware	\$967.15
160202	CDW Canada Inc.	Computer Hardware	\$8,698.18
160202	CDW Canada Inc.	Computer Hardware	\$1,764.73
160202	CDW Canada Inc.	Computer Hardware	\$132.21
160202	CDW Canada Inc.	Computer Hardware	\$44.34
160202	CDW Canada Inc.	Computer Hardware	\$88.73
160202	CDW Canada Inc.	Computer Hardware	\$441.51
160202	CDW Canada Inc.	Computer Hardware	\$1,930.72
160202	CDW Canada Inc.	Computer Hardware	\$122.04
160202	CDW Canada Inc.	Computer Hardware	\$2,248.35
160202	CDW Canada Inc.	Computer Hardware	\$440.79
160202	CDW Canada Inc.	Computer Hardware	\$306.46
160202	CDW Canada Inc.	Computer Hardware	\$659.94
160264	OE Canada Inc. Digital Office Solutions	Toshiba Printer DFPOS	\$3.12
160270	Purolator Inc.	Courier	\$85.71
160273	Rob Deitz	Employee Expense Claim	\$61.00
160274	Ray Szabo	Computer Hardware	\$566.23
160277	Smartcell Communications Inc.	Cell Phone	\$517.53

# Information Technology Payables

September 2, 2023 to September 28, 2023

Cheque Number	Vendor Name	Invoice Description	Amount
160286	Telus Communications	Hardware Maintenance	\$382.52
			\$100,972.14

# Library Payables

September 2, 2023 to September 28, 2023

Cheque Number	Vendor Name	Invoice Description	Amount
159737	Allison Beauchamp	Expense Claim	\$158.13
159741	Andrew Di Cecco	Employee Expense Claim	\$367.46
159748	Aimee Sparzynski	Employee Expense Claim	\$376.98
159754	Beth Moyer	Books	\$32.40
159770	CVS Midwest Tape LLC	Digital Collections	\$5,002.06
159777	Doug Warnock	Employee Expense Claim	\$42.00
159777	Doug Warnock	Employee Expense Claim	\$250.30
159804	Katy Evans	Employee Expense Claim	\$149.45
159807	Kelly Vervoort	Employee Expense Claim	\$101.99
159814	Lisa Waterman	Employee Expense Claim	\$144.12
159817	Twp. of Lucan Biddulph	Loan Repayment	\$5,347.19
159818	Laurel Van Dommelen	Employee Expense Claim	\$472.14
159846	Ricoh Canada Inc.	SR Printing	\$15.66
159851	Shauna Dereniowski	Employee Expense Claim	\$487.38
159856	Sarah Sutherland-Sebo	Expense Claim	\$57.15
159859	Staples Advantage	Branch Supplies	\$134.44
159860	Stericycle, ULC	Shredding	\$156.32
159874	Tammy Palmer	Employee Expense Claim	\$91.39
159879	Western I.T. Group	PH Phone	\$113.00
159901	Bibliotheca Canada Inc	Digital collections	\$5,928.95
159922	CVS Midwest Tape LLC	Dvd's	\$589.01
159924	Dallas Michaluk	Employee Expense Claim	\$136.25
159928	Execulink Telecom	PH Internet	\$130.41
159929	Fabric Master	Branch Development	\$96.05
159930	Faith (Fehinti) Adebowale	Employee Expense Claim	\$360.69
159930	Faith (Fehinti) Adebowale	Employee Expense Claim	\$493.80
159950	Jack Shepherd	Employee Expense Claim	\$236.74
159953	Karen McIntosh	Employee Expense Claim	\$296.22
159955	Lorena Arauz	Employee Expense Claim	\$188.79
159957	Lindsay Brock	Employee Expense Claim	\$1,433.50
159963	Mallory Austin	Employee Expense Claim	\$361.10
159969	Office Central	Supplies	\$11.96
159969	Office Central	Supplies	\$148.89
159969	Office Central	Branch Supplies	\$6.77
159987	The Dorchester Signpost	Advertising	\$779.70
159991	Staples Advantage	Branch Supplies	\$168.59
160003	Tammy Palmer	Employee Expense Claim	\$44.76
160006	Van Pelts	Branch Magnets	\$108.76
160008	Victoria Glithero	Employee Expense Claim	\$239.27
160012	Vanessa Rapagna	Employee Expense Claim	\$183.69
160016	Whitehots Inc.	Books	\$591.44

# Library Payables

September 2, 2023 to September 28, 2023

Cheque Number	Vendor Name	Invoice Description	Amount
160016	Whitehots Inc.	Books	\$491.15
160016	Whitehots Inc.	Books	\$163.07
160016	Whitehots Inc.	Books	\$228.97
160016	Whitehots Inc.	Books	\$26.69
160016	Whitehots Inc.	Books	\$929.64
160016	Whitehots Inc.	Paperbacks	\$362.44
160016	Whitehots Inc.	Books	\$685.02
160016	Whitehots Inc.	Non Fic Books	\$182.72
160016	Whitehots Inc.	Books	\$874.15
160016	Whitehots Inc.	Paperbacks	\$233.40
160016	Whitehots Inc.	Books	\$1,174.23
160016	Whitehots Inc.	Books	\$657.99
160016	Whitehots Inc.	Quick Picks	\$722.33
160016	Whitehots Inc.	Books	\$139.25
160016	Whitehots Inc.	Books	\$221.58
160019	Whitney Welton	Employee Expense Claim	\$85.01
160021	Strathroy-Caradoc Family YMCA	Summer Programming	\$101.70
160023	Zoe Reilly-Ansons	Employee Expense Claim	\$151.99
160029	A1 Security Systems	Security Monitoring	\$812.75
160046	Brodart Co.	Branch supplies - Easels	\$198.69
160050	Canon Canada Inc.	Computer Supplies	\$140.12
160058	CVS Midwest Tape LLC	DVDs	\$304.02
160059	Donna Fleming	Expense Claim	\$265.77
160067	Easy Way	Branch Cleaning Supplies	\$247.56
160081	Hania Hendrigan	Employee Expense Claim	\$355.94
160086	Innovative Interfaces, Inc	Self Checkout Software	\$7,536.92
160089	Jean Moir	Employee Expense Claim	\$284.62
160105	Laura Garner	Employee Expense Claim	\$203.28
160128	Office Central	Branch Supplies	\$121.66
160128	Office Central	Supplies	\$42.82
160156	Staples Advantage	Branch Supplies	\$109.64
160184	Whitehots Inc.	Books-LP	\$894.05
160184	Whitehots Inc.	Books	\$212.81
160184	Whitehots Inc.	Books	\$697.54
160184	Whitehots Inc.	Books - Quick picks	\$384.06
160184	Whitehots Inc.	Books-LP	\$26.69
160184	Whitehots Inc.	Books-ANF	\$571.48
160184	Whitehots Inc.	Books	\$852.48
160110	Twp. of Lucan Biddulph	Q3 Library Rent 2023	\$22,158.18
160117	Municipality of Middlesex Centre	Q3 Library Rent 2023	\$28,297.23
160125	Municipality of North Middlesex	Q3 Library Rent 2023	\$29,711.89

# Library Payables

September 2, 2023 to September 28, 2023

Cheque Number	Vendor Name	Invoice Description	Amount
160126	Village of Newbury	Q3 Library Rent 2023	\$1,152.36
160143	Southwest Middlesex	Q3 Library Rent 2023	\$28,913.76
160159	Mun. of Strathroy Caradoc	Q3 Library Rent 2023	\$49,292.54
160169	Municipality of Thames Centre	Q3 Library Rent 2023	\$36,093.66
160201	Canon Canada Inc.	Computer Supplies	\$94.92
160248	Jocelyn Lutz	Employee Expense Claim	\$100.43
160250	JON SMITH	Employee Expense Claim	\$1,085.78
160251	Distinct Impression	Poster	\$84.75
160255	Mt. Brydges Business Association	Open House Registration	\$225.00
160259	Mel Lee	Employee Expense Claim	\$973.56
160284	TekSavvy Solutions Inc.	Internet	\$84.69
			\$245,997.88

# MLPS Payables

September 2, 2023 to September 28, 2023

Cheque Number	Vendor Name	Invoice Description	Amount
159738	Abell Pest Control Inc.	Adelaide Service	\$126.47
159742	All Seasons Maintenance & Landscaping	Parkhill Service	\$293.80
159743	Allied Medical Instruments Inc.	Medical Supplies	\$5,523.87
159743	Allied Medical Instruments Inc.	Medical Supplies	\$233.91
159745	Ambrose Plumbing & Heating Ltd	Adelaide Service	\$1,099.31
159756	Canadian Linen & Uniform Serv	Adelaide Service	\$196.91
159764	Checkers Cleaning Supply	Supplies	\$871.06
159769	Crestline Coach Ltd.	Parts	\$604.66
159769	Crestline Coach Ltd.	Parts	\$403.07
159769	Crestline Coach Ltd.	Parts	\$1,063.10
159769	Crestline Coach Ltd.	Parts	\$175.15
159772	Doug's Snowplowing & Sanding	Trossacks Service	\$604.55
159772	Doug's Snowplowing & Sanding	Horizon Service	\$953.72
159773	Dr. Stacie Kling	Services	\$532.60
159773	Dr. Stacie Kling	Services	\$758.20
159774	Dr. Sheldon Cheskes	Services	\$5,932.50
159775	Dun-Rite Landscaping Inc.	Strathroy Service	\$705.12
159779	Edwards Door Systems Limited	Komoka Service	\$548.05
159779	Edwards Door Systems Limited	Lucan Service	\$1,000.05
159781	Equipement Medical Rive Nord	Medical Supplies	\$920.95
159787	Execulink Telecom	Internet	\$118.44
159787	Execulink Telecom	Internet	\$107.09
159787	Execulink Telecom	Internet	\$108.33
159789	Ferno Canada Inc	Acetech	\$2,666.80
159789	Ferno Canada Inc	Acetech	\$1,017.00
159789	Ferno Canada Inc	Acetech	\$14,119.35
159790	Fountain Water Products Inc.	Supplies	\$107.50
159791	GIC/Greenflow	Clinical Services	\$1,389.84
159802	KAL TIRE	Service	\$387.59
159812	LHSC Business Office	Purchase of Services	\$73,442.79
159815	Little Beaver Variety	Fuel	\$2,730.55
159816	London Fire Equipment Ltd.	Supplies	\$1,786.30
159817	Twp. of Lucan Biddulph	Lucan Biddulph	\$316.40
159821	MARC J. DOUGLAS	Employee Expense Claim	\$22.85
159825	Mister Safety Shoes Inc.	Uniforms	\$244.02
159836	PITNEYWORKS	Postage	\$23.73
159836	PITNEYWORKS	Postage	\$26.55
159840	Purolator Inc.	Courier	\$31.25
159842	Ray's Electric Inc.	Waterloo Service	\$239.84
159842	Ray's Electric Inc.	Byron Service	\$135.01
159842	Ray's Electric Inc.	Adelaide Service	\$113.00

# MLPS Payables

September 2, 2023 to September 28, 2023

Cheque Number	Vendor Name	Invoice Description	Amount
159844	R. Herman Arbitration/Mediation Inc.	Legal Fees	\$480.25
159849	Ross' Services	Towing	\$322.05
159850	Sanitary Sewer Cleaning	Glencoe Service	\$727.49
159853	Southwest Middlesex	Glecoe Service	\$394.29
159855	Scott Ruddle	Employee Expense Claim	\$179.47
159864	Stryker Canada ULC	Medical Supplies	\$3,983.25
159864	Stryker Canada ULC	Medical Supplies	\$3,740.30
159864	Stryker Canada ULC	Medical Supplies	\$1,397.53
159867	Talbot Marketing	Uniforms	\$3,236.03
159867	Talbot Marketing	Uniforms	\$299.68
159867	Talbot Marketing	Uniforms	\$1,626.08
159868	Teleflex Medical Canada Inc.	Medical Supplies	\$2,966.25
159871	Texmain Cleaners	Alteration	\$16.39
159872	Thames OK Tire & Auto Service	Service	\$129.34
159872	Thames OK Tire & Auto Service	Preventative Maintenance	\$925.60
159872	Thames OK Tire & Auto Service	Service	\$1,541.46
159872	Thames OK Tire & Auto Service	Preventative Maintenance	\$925.60
159872	Thames OK Tire & Auto Service	Preventative Maintenance	\$904.03
159872	Thames OK Tire & Auto Service	Preventative Maintenance	\$925.60
159872	Thames OK Tire & Auto Service	Service	\$1,497.07
159872	Thames OK Tire & Auto Service	Preventative Maintenance	\$925.60
159872	Thames OK Tire & Auto Service	Service	\$1,663.50
159872	Thames OK Tire & Auto Service	Service	\$565.62
159872	Thames OK Tire & Auto Service	Preventative Maintenance	\$379.38
159872	Thames OK Tire & Auto Service	Service	\$286.72
159872	Thames OK Tire & Auto Service	Preventative Maintenance	\$354.73
159872	Thames OK Tire & Auto Service	Preventative Maintenance	\$124.24
159872	Thames OK Tire & Auto Service	Service	\$209.47
159872	Thames OK Tire & Auto Service	Service	\$7,843.98
159872	Thames OK Tire & Auto Service	Service	\$802.24
159872	Thames OK Tire & Auto Service	Preventative Maintenance	\$1,695.00
159872	Thames OK Tire & Auto Service	Service	\$1,690.27
159872	Thames OK Tire & Auto Service	Preventative Maintenance	\$354.73
159872	Thames OK Tire & Auto Service	Preventative Maintenance	\$124.24
159872	Thames OK Tire & Auto Service	Preventative Maintenance	\$925.60
159872	Thames OK Tire & Auto Service	Service	\$124.24
159872	Thames OK Tire & Auto Service	Service	\$1,497.07
159872	Thames OK Tire & Auto Service	Service	\$124.24
159872	Thames OK Tire & Auto Service	Service	\$830.47
159872	Thames OK Tire & Auto Service	Preventative Maintenance	\$354.73
159872	Thames OK Tire & Auto Service	Service	\$410.61



# MLPS Payables

September 2, 2023 to September 28, 2023

Cheque Number	Vendor Name	Invoice Description	Amount
159878	Waddick Fuels	Fuel	\$2,346.00
159880	Windsor Factory Supply Ltd.	Medical Supplies	\$510.08
159881	WSIB	Schedule 2 Firm 856176	\$25,257.99
159881	WSIB	Schedule 2 firm 856176	\$39,002.90
159881	WSIB	Physician Fees Firm 856176	\$32,986.71
159886	Abbott Laboratories Co.	Medical Supplies	\$1,222.10
159891	Allied Medical Instruments Inc.	Medical Supplies	\$5,092.93
159891	Allied Medical Instruments Inc.	Medical Supplies	\$5,402.30
159891	Allied Medical Instruments Inc.	Medical Supplies	\$1,503.53
159891	Allied Medical Instruments Inc.	Medical Supplies	\$5,392.98
159891	Allied Medical Instruments Inc.	Medical Supplies	\$607.94
159899	BERRN Consulting Ltd.	Supplies	\$2,550.62
159899	BERRN Consulting Ltd.	Supplies	\$2,550.62
159899	BERRN Consulting Ltd.	Supplies	\$2,550.62
159899	BERRN Consulting Ltd.	Supplies	\$2,550.62
159899	BERRN Consulting Ltd.	Supplies	\$2,550.62
159899	BERRN Consulting Ltd.	Supplies	\$2,550.62
159899	BERRN Consulting Ltd.	Supplies	\$2,550.62
159899	BERRN Consulting Ltd.	Supplies	\$2,550.62
159908	Canadian Linen & Uniform Serv	Adelaide Service	\$208.67
159912	CCDI Consulting Inc.	Software	\$1,695.00
159916	Checkers Cleaning Supply	Supplies	\$359.28
159916	Checkers Cleaning Supply	Supplies	\$319.74
159918	Comfort Zone Services	Adelaide Service	\$1,175.43
159918	Comfort Zone Services	Adelaide Service	\$201.71
159919	Country Snow & Lawn	Glencoe Service	\$446.35
159920	Crestline Coach Ltd.	Parts	\$1,683.51
159920	Crestline Coach Ltd.	Parts	\$124.30
159920	Crestline Coach Ltd.	Parts	\$1,637.20
159920	Crestline Coach Ltd.	Parts	\$723.64
159925	DR. CHARLES NELSON	Fees	\$10,000.00
159926	Edwards Door Systems Limited	Adelaide Service	\$2,487.86
159926	Edwards Door Systems Limited	Trafalgar Service	\$302.67
159928	Execulink Telecom	Internet	\$187.31
159933	Ferno Canada Inc	Medical Supplies	\$5,770.09
159935	Green Frog Tech	Supplies	\$235.65
159940	Hicks Morley Hamilton Stewart Storie LLP	Legal Fees	\$678.00
159940	Hicks Morley Hamilton Stewart Storie LLP	Legal Fees	\$1,793.88
159940	Hicks Morley Hamilton Stewart Storie LLP	Legal Fees	\$1,148.08
159940	Hicks Morley Hamilton Stewart Storie LLP	Legal Fees	\$71.76
159940	Hicks Morley Hamilton Stewart Storie LLP	Legal Fees	\$71.76

# MLPS Payables

September 2, 2023 to September 28, 2023

Cheque Number	Vendor Name	Invoice Description	Amount
159941	HMMS	Medical Supplies	\$8,330.42
159943	Hyde Park Plumbing & Heating Ltd.	Waterloo Service	\$348.04
159956	London Business Forms	Supplies	\$100.05
159956	London Business Forms	Supplies	\$95.91
159959	Little Beaver Variety	Fuel	\$3,634.66
159961	London Hospital Linen Service Inc.	Linen Processing	\$2,456.91
159970	On Duty Equipment Ltd.	Uniforms	\$1,785.99
159977	Purolator Inc.	Courier	\$26.00
159978	Quadro Communications Co-Operative Inc.	Internet	\$301.54
159979	Ray's Electric Inc.	Byron Service	\$446.44
159979	Ray's Electric Inc.	Glencoe Service	\$181.76
159981	Ross' Services	Towing	\$483.08
159992	Stericycle, ULC	Clinical Services	\$1,016.16
159994	Stryker Canada ULC	Contract Fees	\$32,491.13
159994	Stryker Canada ULC	Medical Supplies	\$1,014.81
159994	Stryker Canada ULC	Medical Supplies	\$216.11
159994	Stryker Canada ULC	Medical Supplies	\$315.81
159996	Talbot Marketing	Uniforms	\$68.87
160000	Municipality of Thames Centre	Dorchester Service	\$164.97
160001	Thames OK Tire & Auto Service	Service	\$713.33
160001	Thames OK Tire & Auto Service	Service	\$812.64
160001	Thames OK Tire & Auto Service	Preventative Maintenance	\$925.69
160001	Thames OK Tire & Auto Service	Preventative Maintenance	\$947.54
160001	Thames OK Tire & Auto Service	Service	\$1,049.17
160001	Thames OK Tire & Auto Service	Preventative Maintenance	\$937.18
160001	Thames OK Tire & Auto Service	Service	\$794.78
160001	Thames OK Tire & Auto Service	Preventative Maintenance	\$925.60
160001	Thames OK Tire & Auto Service	Preventative Maintenance	\$124.24
160001	Thames OK Tire & Auto Service	Service	\$735.40
160001	Thames OK Tire & Auto Service	Preventative Maintenance	\$925.60
160001	Thames OK Tire & Auto Service	Preventative Maintenance	\$925.60
160001	Thames OK Tire & Auto Service	Service	\$45.14
160001	Thames OK Tire & Auto Service	Service	\$111.28
160001	Thames OK Tire & Auto Service	Service	\$957.17
160001	Thames OK Tire & Auto Service	Service	\$1,681.28
160001	Thames OK Tire & Auto Service	Preventative Maintenance	\$404.38
160001	Thames OK Tire & Auto Service	Service	\$1,694.79
160001	Thames OK Tire & Auto Service	Preventative Maintenance	\$124.24
160001	Thames OK Tire & Auto Service	Service	\$1,551.06
160001	Thames OK Tire & Auto Service	Preventative Maintenance	\$354.73
160001	Thames OK Tire & Auto Service	Preventative Maintenance	\$951.36

# MLPS Payables

September 2, 2023 to September 28, 2023

Cheque Number	Vendor Name	Invoice Description	Amount
160001	Thames OK Tire & Auto Service	Preventative Maintenance	\$925.60
160001	Thames OK Tire & Auto Service	Service	\$438.29
160001	Thames OK Tire & Auto Service	Preventative Maintenance	\$1,694.77
160001	Thames OK Tire & Auto Service	Service	\$433.10
160001	Thames OK Tire & Auto Service	Preventative Maintenance	\$937.18
160001	Thames OK Tire & Auto Service	Service	\$1,060.85
160005	United City Cartage Ltd	Services	\$2,278.08
160007	Verdant	Dorchester Service	\$881.12
160009	VITALAIRE	Oxygen	\$418.17
160009	VITALAIRE	Oxygen	\$56.72
160009	VITALAIRE	Oxygen	\$49.05
160009	VITALAIRE	Oxygen	\$56.72
160009	VITALAIRE	Oxygen	\$20.69
160009	VITALAIRE	Oxygen	\$99.26
160009	VITALAIRE	Oxygen	\$42.54
160009	VITALAIRE	Oxygen	\$170.16
160009	VITALAIRE	Oxygen	\$91.11
160009	VITALAIRE	Oxygen	\$113.44
160009	VITALAIRE	Oxygen	\$28.36
160009	VITALAIRE	Oxygen	\$56.72
160009	VITALAIRE	Oxygen	\$99.26
160009	VITALAIRE	Oxygen	\$98.10
160009	VITALAIRE	Oxygen	\$56.72
160009	VITALAIRE	Oxygen	\$20.69
160009	VITALAIRE	Oxygen	\$99.26
160009	VITALAIRE	Oxygen	\$1,169.98
160009	VITALAIRE	Oxygen	\$34.87
160009	VITALAIRE	Oxygen	\$14.18
160013	Waste Connections of Canada Inc.	Waste Removal	\$1,467.49
160014	Waste Management of Canada	Waste Removal	\$1,355.55
160022	Yurek Specialties	Medical Supplies	\$309.29
160022	Yurek Specialties	Medical Supplies	\$2,796.04
160022	Yurek Specialties	Medical Supplies	\$53.00
160022	Yurek Specialties	Medical Supplies	\$559.08
160022	Yurek Specialties	Medical Supplies	\$170.52
160022	Yurek Specialties	Medication	\$31.39
160030	Abell Pest Control Inc.	Komoka Service	\$63.78
160030	Abell Pest Control Inc.	Waterloo Service	\$66.43
160031	Absolute Destruction & Recycling Corp.	Shredding Services	\$192.10
160033	Allied Medical Instruments Inc.	Medical Supplies	\$1,136.09
160033	Allied Medical Instruments Inc.	Medical Supplies	\$2,431.76

# MLPS Payables

September 2, 2023 to September 28, 2023

Cheque Number	Vendor Name	Invoice Description	Amount
160042	BERRN Consulting Ltd.	Supplies	\$2,627.25
160048	Canadian Linen & Uniform Serv	Adelaide Service	\$215.93
160055	Checkers Cleaning Supply	Supplies	\$366.67
160057	Crestline Coach Ltd.	Parts	\$166.99
160063	Doug's Snowplowing & Sanding	Bryon Service	\$1,404.59
160064	Dr. Shiva Ahanchian	Services	\$645.40
160065	Dr. Stacie Kling	Services	\$908.60
160068	Edwards Door Systems Limited	Adelaide P.M	\$2,102.70
160091	J. Strupat Technologies Ltd.	Maintenance	\$565.00
160093	KAL TIRE	Repair	\$206.39
160093	KAL TIRE	Service	\$235.13
160093	KAL TIRE	Repair	\$223.29
160106	LHSC Business Office	Medications	\$12,953.09
160112	Maxill	Supplies	\$5,600.28
160115	Medline Canada Corp.	Medical Supplies	\$303.95
160115	Medline Canada Corp.	Medical Supplies	\$152.45
160115	Medline Canada Corp.	Medical Supplies	\$50.82
160115	Medline Canada Corp.	Medical Supplies	\$16.94
160118	Middlesex Centre - Water/Sewer	Komoka Service	\$107.62
160119	Mister Safety Shoes Inc.	Uniforms	\$284.65
160132	Pardy Contracting	Repairs	\$1,237.35
160138	Purolator Inc.	Courier	\$46.70
160139	Respect Group	Software	\$1,161.64
160140	Ross' Services	Towing	\$644.10
160157	Staples Advantage	Supplies	\$480.51
160157	Staples Advantage	Supplies	\$397.62
160160	Stryker Canada ULC	Medical Supplies	\$4,165.46
160160	Stryker Canada ULC	Medical Supplies	\$5,424.00
160160	Stryker Canada ULC	Medical Supplies	\$1,423.80
160160	Stryker Canada ULC	Medical Supplies	\$2,278.08
160165	Talbot Marketing	Uniforms	\$3,324.07
160166	Teleflex Medical Canada Inc.	Medical Supplies	\$4,943.75
160170	Thames OK Tire & Auto Service	Preventative Maintenance	\$925.60
160170	Thames OK Tire & Auto Service	Preventative Maintenance	\$124.24
160170	Thames OK Tire & Auto Service	Service	\$4,972.00
160170	Thames OK Tire & Auto Service	Preventative Maintenance	\$925.60
160170	Thames OK Tire & Auto Service	Service	\$1,688.18
160170	Thames OK Tire & Auto Service	Service	\$286.83
160170	Thames OK Tire & Auto Service	Service	\$590.87
160170	Thames OK Tire & Auto Service	Service	\$775.51
160170	Thames OK Tire & Auto Service	Service	\$1,412.50

# MLPS Payables

September 2, 2023 to September 28, 2023

Cheque Number	Vendor Name	Invoice Description	Amount
160170	Thames OK Tire & Auto Service	Service	\$601.98
160170	Thames OK Tire & Auto Service	Preventative Maintenance	\$925.60
160170	Thames OK Tire & Auto Service	Preventative Maintenance	\$925.60
160170	Thames OK Tire & Auto Service	Preventative Maintenance	\$124.24
160170	Thames OK Tire & Auto Service	Preventative Maintenance	\$124.24
160170	Thames OK Tire & Auto Service	Service	\$773.44
160170	Thames OK Tire & Auto Service	Service	\$474.12
160170	Thames OK Tire & Auto Service	Service	\$514.26
160170	Thames OK Tire & Auto Service	Preventative Maintenance	\$124.24
160170	Thames OK Tire & Auto Service	Service	\$1,602.82
160170	Thames OK Tire & Auto Service	Preventative Maintenance	\$1,695.00
160170	Thames OK Tire & Auto Service	Service	\$1,160.57
160170	Thames OK Tire & Auto Service	Service	\$1,201.24
160170	Thames OK Tire & Auto Service	Service	\$1,343.80
160170	Thames OK Tire & Auto Service	Preventative Maintenance	\$380.49
160170	Thames OK Tire & Auto Service	Service	\$1,012.16
160170	Thames OK Tire & Auto Service	Service	\$366.19
160170	Thames OK Tire & Auto Service	Service	\$721.26
160170	Thames OK Tire & Auto Service	Service	\$621.16
160170	Thames OK Tire & Auto Service	Service	\$434.83
160170	Thames OK Tire & Auto Service	Preventative Maintenance	\$354.73
160170	Thames OK Tire & Auto Service	Service	\$570.48
160176	Uline Canada Corporation	Supplies	\$1,779.02
160176	Uline Canada Corporation	Supplies	\$78.75
160047	Southside Group	MLPS Rent Oct 2023	\$8,707.58
160074	Gilpin Holdings Inc.	MLPS Rent Oct 2023	\$3,507.77
160083	ESAM Construction Limited	MLPS - Rent Oct 2023	\$9,113.68
160100	Norquay Developments Ltd. aka Southmoor Deve	MLPS Rent Oct 2023	\$4,656.64
160111	The Corporation of the Township of Lucan Bid	MLPS Rent Oct 2023	\$2,460.66
160133	2425021 Ontario Inc.	MLPS Rent Oct 2023	\$1,982.53
160175	John Brotzel	MLPS Rent Oct 2023	\$2,066.39
160182	Brukar Enterprises Inc.	MLPS Rent Oct/23	\$12,658.67
160189	2380560 Ontario Inc.	Adelaide Service	\$2,371.87
160191	Abell Pest Control Inc.	Trossacks Service	\$169.50
160192	Allied Medical Instruments Inc.	Medical Supplies	\$5,378.71
160192	Allied Medical Instruments Inc.	Medical Supplies	\$292.40
160192	Allied Medical Instruments Inc.	Medical Supplies	\$38.99
160195	Auto Trim Design of London	Service	\$676.87
160200	Canadian Linen & Uniform Serv	Adelaide Service	\$208.67
160205	Checkers Cleaning Supply	Supplies	\$610.96
160208	Colorworks London North/Westman's Collision	Repairs	\$6,495.45

# MLPS Payables

September 2, 2023 to September 28, 2023

Cheque Number	Vendor Name	Invoice Description	Amount
160208	Colorworks London North/Westman's Collision	Repairs	\$7,321.48
160209	Country Snow & Lawn	Glencoe Service	\$446.35
160212	CTOMS Inc.	Medical Supplies	\$3,016.50
160217	Doxtator Property Maintenance	Hyde Park Service	\$678.00
160217	Doxtator Property Maintenance	Trafalgar Service	\$621.50
160217	Doxtator Property Maintenance	Komoka Service	\$452.00
160217	Doxtator Property Maintenance	Byron Service	\$452.00
160231	Ferno Canada Inc	Medical Supplies	\$3,960.90
160233	FireTech	Medical Supplies	\$211.31
160234	Fountain Water Products Inc.	Supplies	\$142.50
160236	Green Frog Tech	Supplies	\$583.08
160242	ESAM Construction Limited	Property Taxes 2022	\$43,318.64
160254	London Hospital Linen Service Inc.	Linen Processing	\$2,901.76
160256	McArthur Medical Sales Inc.	Medical Supplies	\$5,633.93
160257	Medline Canada Corp.	Medical Supplies	\$84.69
160258	Mister Safety Shoes Inc.	Uniforms	\$193.17
160265	Pardy Contracting	Trossacks Service	\$175.15
160271	Purolator Inc.	Courier	\$49.37
160272	Ray's Electric Inc.	Waterloo Service	\$176.28
160272	Ray's Electric Inc.	Horizon Service	\$473.38
160278	Staples Advantage	Supplies	\$185.30
160282	Stryker Canada ULC	Medical Supplies	\$5,424.00
160282	Stryker Canada ULC	Medical Supplies	\$1,683.70
160285	Teleflex Medical Canada Inc.	Medical Supplies	\$4,943.75
160288	Thames OK Tire & Auto Service	Service	\$130.26
160288	Thames OK Tire & Auto Service	Tire	\$365.84
160288	Thames OK Tire & Auto Service	Tires	\$781.49
160288	Thames OK Tire & Auto Service	Service	\$4,719.83
160288	Thames OK Tire & Auto Service	Preventative Maintenance	\$354.73
160288	Thames OK Tire & Auto Service	Preventative Maintenance	\$378.77
160288	Thames OK Tire & Auto Service	Service	\$104.11
160288	Thames OK Tire & Auto Service	Service	\$363.35
160288	Thames OK Tire & Auto Service	Preventative Maintenance	\$354.73
160288	Thames OK Tire & Auto Service	Service	\$436.11
160288	Thames OK Tire & Auto Service	Service	\$87.77
160288	Thames OK Tire & Auto Service	Service	\$484.93
160288	Thames OK Tire & Auto Service	Service	\$654.76
160288	Thames OK Tire & Auto Service	Service	\$1,259.56
160288	Thames OK Tire & Auto Service	Service	\$81.11
160288	Thames OK Tire & Auto Service	Service	\$231.09
160288	Thames OK Tire & Auto Service	Preventative Maintenance	\$124.24

# MLPS Payables

September 2, 2023 to September 28, 2023

Cheque Number	Vendor Name	Invoice Description	Amount
160288	Thames OK Tire & Auto Service	Service	\$869.85
160288	Thames OK Tire & Auto Service	Parts	\$614.00
160288	Thames OK Tire & Auto Service	Service	\$307.67
160288	Thames OK Tire & Auto Service	Preventative Maintenance	\$354.73
160288	Thames OK Tire & Auto Service	Service	\$734.50
160288	Thames OK Tire & Auto Service	Service	\$1,377.04
160290	TK Elevator Canada Ltd	Maintenance	\$426.36
160293	Uline Canada Corporation	Supplies	\$647.38
160294	Verdant	Waterloo Service	\$683.65
160242	ESAM Construction Limited	MLPS Rent Aug/23	\$9,113.68
			\$688,330.39

# Planning Payables

September 2, 2023 to September 28, 2023

Cheque Number	Vendor Name	Invoice Description	Amount
159820	Marion Cabral	Employee Expense Claim	\$34.16
159854	Stephanie Poirier	Employee Expense Claim	\$372.61
159956	London Business Forms	Office Supplies	\$101.63
159990	Stephanie Poirier	Employee Expense Claim	\$372.61
159890	Alana Kertesz	Employee Expense Claim	\$819.62
160113	Mark Brown	Employee Expense Claim	\$913.55

\$1,700.63



# Roads Payables

September 2, 2023 to September 28, 2023

Cheque Number	Vendor Name	Invoice Description	Amount
159735	A & B Rental Centre	Rental	\$1,518.72
159735	A & B Rental Centre	Rental	\$1,518.72
159735	A & B Rental Centre	Rental	\$1,518.72
159735	A & B Rental Centre	Rental	\$2,398.31
159735	A & B Rental Centre	Rental	\$1,306.10
159736	A. & M. Truck Parts Limited	Part	\$760.68
159736	A. & M. Truck Parts Limited	Parts	\$64.74
159749	Atwood Resources Inc	Services	\$56.50
159750	Bell Canada	Phones	\$68.89
159751	Bell Canada	Copper replacement Glengyle Dr	\$38,555.65
159753	Bluewater Recycling Association - MARS	Service	\$90.40
159753	Bluewater Recycling Association - MARS	Service	\$90.40
159755	Brander Steel Industries (1991) Ltd.	Parts	\$194.93
159758	Carquest	Parts	\$48.34
159758	Carquest	Supplies	\$13.09
159759	Carrier Truck Centre	Parts	\$3,390.00
159762	Cedar Signs	Signage	\$1,915.10
159762	Cedar Signs	Signage	\$78.15
159765	Cintas Canada Ltd.	Services	\$108.90
159765	Cintas Canada Ltd.	Service	\$108.90
159768	Canadian Pacific (Non-Freight)	Maintenance	\$740.00
159768	Canadian Pacific (Non-Freight)	Maintenance	\$2,163.50
159771	Dane Matheson	Employee Expense Claim	\$801.89
159776	Durk Vanderwerff	Employee Expense Claim	\$221.37
159782	ENNIS PAINT CANADA ULC	Supplies	\$78,467.20
159788	Fastenal Canada, Ltd.	Parts	\$302.11
159792	GoGPS	Service	\$1,321.99
159792	GoGPS	Service	\$547.19
159794	Brogan Fire & Safety	Supplies	\$254.25
159795	Hardy Service	Parts	\$554.58
159796	Impresstars Professional Services	Services	\$1,084.80
159798	Joel Haggith	Employee Expense Claim	\$125.00
159800	Jared Twedde	Employee Expense Claim	\$476.73
159803	Ken's Code Yellow Towing	Tow	\$463.87
159805	Krown Rust Control Centre	Supplies	\$2,011.34
159806	Kucera Utility & Farm Supply Limited	Parts/Services	\$4,040.55
159808	Lafarge Canada Inc.	Services	\$1,824.96
159808	Lafarge Canada Inc.	Services	\$1,542.46
159809	Larry MacDonald Chev Buick GMC Ltd.	Service	\$511.65
159810	Lerners LLP	Professional Fees	\$5,413.35
159810	Lerners LLP	Professional Fees	\$4,079.81
159813	Lind Lumber Ltd.	Parts	\$2,111.56

# Roads Payables

September 2, 2023 to September 28, 2023

Cheque Number	Vendor Name	Invoice Description	Amount
159819	Township of Malahide	Drain Maintenance	\$137.33
159823	Messer Canada Inc	Supplies	\$16.57
159829	Motron Inc	Supplies	\$135.60
159830	MRC Systems Inc	Maintenance	\$474.54
159831	NAPA Strathroy	Parts	\$29.26
159833	Ontario One Call	Phone	\$224.81
159835	EH! TEL NETWORK	Refund W08-22	\$25,000.00
159835	EH! TEL NETWORK	Refund W30,32,42,50,73,103-22	\$40,000.00
159837	Premier Truck Group	Parts	\$735.70
159837	Premier Truck Group	Parts	\$112.50
159837	Premier Truck Group	Parts	\$366.26
159837	Premier Truck Group	Parts	\$153.12
159837	Premier Truck Group	Parts	\$246.91
159845	Ryan Hillinger	Employee Expense Claim	\$756.75
159847	Robert Nott	Employee Expense Claim	\$741.85
159861	Stratford Farm Equipment	Parts	\$593.21
159863	Strongco Equipment	Parts	\$232.69
159865	Suncor Energy Products Inc	Fuel	\$6,810.04
159865	Suncor Energy Products Inc	Fuel	\$10,999.84
159865	Suncor Energy Products Inc	Fuel	\$2,087.10
159865	Suncor Energy Products Inc	Fuel	\$8,996.69
159865	Suncor Energy Products Inc	Fuel	\$1,084.75
159865	Suncor Energy Products Inc	Fuel	\$6,479.01
159875	UAP Inc.	Parts	\$652.93
159875	UAP Inc.	Parts	\$240.74
159875	UAP Inc.	Parts	\$33.74
159875	UAP Inc.	Parts	\$415.11
159875	UAP Inc.	Parts	\$26.86
159875	UAP Inc.	Parts	\$86.69
159875	UAP Inc.	Parts	\$257.30
159875	UAP Inc.	Parts	\$830.21
159876	United Rentals Inc	Rental	\$6,070.36
159876	United Rentals Inc	Rental	\$3,214.60
159877	Viking Cives Limited	Parts	\$4,980.88
159877	Viking Cives Limited	Parts	\$544.57
159882	WSP E&I Canada Limited	Professional Services	\$7,710.74
159885	A-Xcavating Ltd.	Refund W29-22	\$5,000.00
159889	Ace Country & Garden	Parts	\$290.32
159892	Altra Construction Rentals Inc.	Rental	\$6,780.00
159897	Battlefield Equipment Rentals	Rental	\$1,942.19
159898	Bell Canada-Special Billing	Phones	\$183.78
159902	Birch Run Holdings Inc.	Property Maintenance	\$10,170.00

# Roads Payables

September 2, 2023 to September 28, 2023

Cheque Number	Vendor Name	Invoice Description	Amount
159903	Bluewater Recycling Association - MARS	Service	\$45.20
159903	Bluewater Recycling Association - MARS	Service	\$90.40
159904	B.M. Ross Associates Limited	Waubuno Creek Bridge	\$2,260.00
159915	Central Sanitation	Service	\$267.81
159915	Central Sanitation	Service	\$237.98
159915	Central Sanitation	Service	\$237.98
159917	Cintas Canada Ltd.	Service	\$108.90
159921	Custom Fluid Power Inc.	Parts	\$1,601.73
159923	Dillon Consulting	Professional Services	\$39,889.00
159937	Guild Electric Ltd	Traffic Control Maintenance	\$36,545.50
159937	Guild Electric Ltd	Progress Billing No 1	\$152,345.92
159938	Hamisco Industrial Sales Inc.	Parts	\$43.80
159939	Hardy Service	Parts	\$70.61
159942	Hubb Cap	Parts	\$23,072.80
159944	Ideal Pipe	Parts	\$5,052.29
159945	Inland Aggregates	Material	\$965.02
159949	J-AAR Excavating Limited	M-B-23-B PPC#2	\$607,754.28
159967	Mobil Services Inc.	Service	\$1,627.20
159967	Mobil Services Inc.	Service	\$1,457.70
159967	Mobil Services Inc.	Service	\$1,542.45
159973	Peavey Industries LP	Supplies	\$27.11
159974	A to Z	Refund E22-22 & E35-21	\$6,000.00
159975	Premier Truck Group	Parts	\$690.43
159975	Premier Truck Group	Parts	\$42.62
159975	Premier Truck Group	Parts	\$174.34
159975	Premier Truck Group	Parts	\$598.95
159976	Pryde Industrial Inc.	Parts	\$107.35
159980	Ro Buck Contracting Limited	Curb & Gutter PPC #2	\$75,535.46
159982	Royal Fence Limited	Guiderail Contract 2023	\$139,549.35
159995	Suncor Energy Products Inc	Fuel	\$4,081.74
159995	Suncor Energy Products Inc	Fuel	\$3,154.56
159995	Suncor Energy Products Inc	Fuel	\$3,999.24
159995	Suncor Energy Products Inc	Fuel	\$7,493.74
160002	Toromont Industries Ltd.	Parts	\$222.17
160010	Vlasman Excavating Ltd.	Contracted Services	\$13,571.30
160017	Wayne Myers	Employee Expense Claim	\$800.72
160026	A & B Rental Centre	Equipment Rental	\$2,398.31
160027	A. & M. Truck Parts Limited	Parts	\$233.88
160028	A-N Auto Electric	Repairs	\$242.95
160034	Allstream Business Inc.	Phones	\$61.22
160039	APC - Oxford St.	Parts	\$313.30
160039	APC - Oxford St.	Parts	\$139.26

# Roads Payables

September 2, 2023 to September 28, 2023

Cheque Number	Vendor Name	Invoice Description	Amount
160044	Bob Lalich	Employee Expense Claim	\$180.00
160045	Brandt	Service	\$4,068.00
160051	Carquest	Parts	\$1,092.36
160051	Carquest	Parts	\$5.06
160056	Cintas Canada Ltd.	Service	\$108.90
160060	David Hopper	Employee Expense Claim	\$180.00
160061	Dillon Consulting	Professional Services	\$21,823.24
160073	Green Infrastructure Partners Inc.	PPC #3 M-B-23-A	\$1,965,188.50
160077	Guild Electric Ltd	Maintenance	\$8,157.02
160078	Brogan Fire & Safety	Supplies	\$162.72
160078	Brogan Fire & Safety	Supplies	\$76.67
160078	Brogan Fire & Safety	Supplies	\$532.23
160079	Hardy Service	Parts	\$129.95
160080	Harry's Spring Service Ltd.	Service	\$4,181.95
160082	HM Pipe Products Inc.	Supplies	\$514.15
160084	Ideal Pipe	Parts	\$927.51
160085	Infra Pipe Solutions Ltd	Parts	\$40,490.59
160088	Intact Public Entities	21B Year End Adj 2022-23	\$1,217.00
160090	Johnston Bros. (Bothwell) Ltd.	Supplies	\$6,070.44
160090	Johnston Bros. (Bothwell) Ltd.	Supplies	\$5,710.62
160090	Johnston Bros. (Bothwell) Ltd.	Supplies	\$6,788.92
160090	Johnston Bros. (Bothwell) Ltd.	Supplies	\$4,957.14
160090	Johnston Bros. (Bothwell) Ltd.	Supplies	\$6,945.30
160090	Johnston Bros. (Bothwell) Ltd.	Supplies	\$7,061.55
160090	Johnston Bros. (Bothwell) Ltd.	Supplies	\$4,062.90
160090	Johnston Bros. (Bothwell) Ltd.	Supplies	\$6,498.42
160090	Johnston Bros. (Bothwell) Ltd.	Supplies	\$6,351.33
160090	Johnston Bros. (Bothwell) Ltd.	Supplies	\$7,304.69
160090	Johnston Bros. (Bothwell) Ltd.	Supplies	\$10,112.28
160090	Johnston Bros. (Bothwell) Ltd.	Supplies	\$9,783.17
160090	Johnston Bros. (Bothwell) Ltd.	Supplies	\$5,009.61
160090	Johnston Bros. (Bothwell) Ltd.	Supplies	\$8,281.59
160090	Johnston Bros. (Bothwell) Ltd.	Supplies	\$9,396.12
160090	Johnston Bros. (Bothwell) Ltd.	Supplies	\$8,927.76
160090	Johnston Bros. (Bothwell) Ltd.	Supplies	\$7,008.53
160090	Johnston Bros. (Bothwell) Ltd.	Supplies	\$4,996.13
160090	Johnston Bros. (Bothwell) Ltd.	Supplies	\$1,055.66
160097	Kevin Livingston	Employee Expense Claim	\$150.00
160102	Lafarge Canada Inc.	Service	\$1,390.61
160103	Larry MacDonald Chev Buick GMC Ltd.	Service	\$173.85
160109	London Tarp Inc	Tarp	\$141.25
160114	McNaughton Family Shopping Centre	Parts	\$37.28

# Roads Payables

September 2, 2023 to September 28, 2023

Cheque Number	Vendor Name	Invoice Description	Amount
160116	Messer Canada Inc	Supplies	\$122.86
160120	Mitchell's HBC	Supplies	\$216.45
160123	Mobil Services Inc.	Service	\$1,356.00
160123	Mobil Services Inc.	Service	\$4,080.03
160123	Mobil Services Inc.	Service	\$2,062.98
160123	Mobil Services Inc.	Service	\$2,062.98
160124	Middlesex Paving & Maintenance	Service	\$23,984.25
160127	Natural Resource Solutions Inc.	Services	\$4,313.48
160135	Premier Truck Group	Parts	\$62.49
160135	Premier Truck Group	Parts	\$115.88
160140	Ross' Services	Towing	\$1,739.07
160148	Sierra Bridge Inc.	PPC #5 - M-G-22	\$294,065.55
160148	Sierra Bridge Inc.	PPC #6 M-G-22	\$492,153.27
160151	SML Petroleum Maintenance	Maintenance	\$393.83
160154	Scott Rochon	Employee Expense Claim	\$250.00
160158	Staples Advantage	Supplies	\$282.24
160161	Summit Tree Service	Services	\$1,243.00
160162	Sunbelt Rentals of Canada, Inc.	Rental	\$1,440.75
160162	Sunbelt Rentals of Canada, Inc.	Rental	\$197.75
160163	Suncor Energy Products Inc	Fuel	\$13,581.01
160163	Suncor Energy Products Inc	Fuel	\$9,958.98
160163	Suncor Energy Products Inc	Fuel	\$1,352.73
160167	Tyler Ellis	Employee Expense Claim	\$186.31
160172	Tirecraft, Pro Tire Inc.	Service	\$48.59
160172	Tirecraft, Pro Tire Inc.	Service	\$258.21
160173	Tyler Moniz	Employee Expense Claim	\$40.00
160174	UAP Inc.	Parts	\$1,686.68
160174	UAP Inc.	Parts	\$87.88
160177	United Rentals Inc	Rental	\$5,417.22
160179	Viking Cives Limited	Parts	\$1,892.75
160181	Waste Connections of Canada Inc.	Service	\$968.55
160186	WSP E&I Canada Limited	Professional Services	\$2,009.00
160190	A & B Rental Centre	Rental	\$1,731.34
160190	A & B Rental Centre	Rental	\$1,986.20
160194	Applied Industrial Technologies	Supplies	\$44.97
160196	Auto Tops & Upholstery	Service	\$208.49
160197	Banner Publications	Advertising	\$413.18
160198	Bobcat of London, Ltd.	Rental	\$67.55
160199	Bettina Weber	Employee Expense Claim	\$847.50
160203	Central Sanitation	Service	\$205.66
160204	Municipality of Chatham-Kent	Consultant Fees	\$1,031,041.21
160206	Cintas Canada Ltd.	Service	\$108.90

# Roads Payables

September 2, 2023 to September 28, 2023

Cheque Number	Vendor Name	Invoice Description	Amount
160211	Carrier Truck Centers Inc.	Truck 70 Purchase	\$106,834.00
160216	Dowler Karn Limited	Supplies	\$870.17
160218	Equipment Sales & Service Limited	Supplies	\$117.73
160232	Fingal Farm Supply Limited	Parts	\$270.00
160238	Brogan Fire & Safety	Supplies	\$93.56
160240	High Gear Truck Repair Inc.	Service	\$494.90
160240	High Gear Truck Repair Inc.	Service	\$2,865.72
160240	High Gear Truck Repair Inc.	Service	\$392.06
160240	High Gear Truck Repair Inc.	Service	\$1,611.70
160240	High Gear Truck Repair Inc.	Service	\$1,544.64
160240	High Gear Truck Repair Inc.	Service	\$528.69
160240	High Gear Truck Repair Inc.	Service	\$376.26
160240	High Gear Truck Repair Inc.	Service	\$5,159.74
160240	High Gear Truck Repair Inc.	Service	\$970.99
160240	High Gear Truck Repair Inc.	Service	\$882.51
160241	HM Pipe Products Inc.	Supplies	\$322.05
160243	Hose Technology Ltd.	Parts	\$523.58
160243	Hose Technology Ltd.	Parts	\$258.18
160243	Hose Technology Ltd.	Parts	\$323.77
160244	Hydro One	Work Project No. 70166	\$65,656.13
160245	Ideal Pipe	Parts	\$1,129.95
160261	Mobil Services Inc.	Service	\$1,639.23
160261	Mobil Services Inc.	Service	\$4,080.03
160261	Mobil Services Inc.	Service	\$1,978.23
160261	Mobil Services Inc.	Parts	\$1,978.23
160261	Mobil Services Inc.	Service	\$1,978.23
160261	Mobil Services Inc.	Service	\$1,978.23
160267	Peavey Industries LP	Parts	\$35.54
160268	Premier Truck Group	Parts	\$67.61
160268	Premier Truck Group	Parts	\$381.67
160268	Premier Truck Group	Parts	\$83.40
160268	Premier Truck Group	Parts	\$118.65
160269	Pryde Industrial Inc.	Tool	\$107.35
160275	Ryan Elliott's Repair Ltd	Repairs	\$6,108.38
160275	Ryan Elliott's Repair Ltd	Repairs	\$8,529.30
160275	Ryan Elliott's Repair Ltd	Repairs	\$1,929.92
160276	S&B SERVICES LTD	Repairs	\$422.03
160279	Stratford Farm Equipment	Parts	\$940.89
160279	Stratford Farm Equipment	Parts	\$246.88
160281	Strongco Equipment	Parts	\$405.68
160283	Suncor Energy Products Inc	Fuel	\$10,401.18
160283	Suncor Energy Products Inc	Parts	\$8,949.54

# Roads Payables

September 2, 2023 to September 28, 2023

Cheque Number	Vendor Name	Invoice Description	Amount
160283	Suncor Energy Products Inc	Parts	\$2,750.06
160289	Tirecraft, Pro Tire Inc.	Service	\$122.04
160291	Toromont Industries Ltd.	Parts	\$86.63
160291	Toromont Industries Ltd.	Parts	\$1,349.19
160292	UAP Inc.	Parts	\$663.97
160292	UAP Inc.	Parts	\$271.19
160295	Vlasman Excavating Ltd.	Contracted Services	\$14,690.00
			\$5,798,421.90

# Social Services Payables

September 2, 2023 to September 28, 2023

Cheque Number	Vendor Name	Invoice Description	Amount
159780	Elliott Madill Funeral Homes	Funeral Costs	\$2,709.48
159857	Staples Advantage	Supplies	\$60.64
159870		HPP 2023-2024 029	\$750.00
159894	Angels Daycares Ontario Ltd.	Aug/23 Child Care Subsidy	\$3,912.76
159895	Angels Daycares Ontario Ltd.	Aug/23 Child Care Subsidy	\$726.80
159896	Arva's Little School House	Aug/23 Child Care Subsidy	\$3,005.76
159905	Boys & Girls Club of London	Aug/23 Child Care Subsidy	\$2,228.51
159906	London Bridge Childcare Serv.	Aug/23 Child Care Subsidy	\$6,995.68
159907	Bright Beginnings	Aug/23 Child Care Subsidy	\$1,656.69
159913	Centre communautaire regional de London	Aug/23 Child Care Subsidy	\$141.70
159927	E.L.M. Children's Centre	Aug/23 Child Care Subsidy	\$6,495.12
159931	Faith Daynursery	Aug/23 Child Care Subsidy	\$2,766.20
159951	Kidzone Day Care	Aug/23 Child Care Subsidy	\$1,109.06
159952	Kilworth Children's Centre	Aug/23 Child Care Subsidy	\$3,183.00
159954	Koala T. Care Daycare	Aug/23 Child Care Subsidy	\$4,799.08
159958	Little Lambs Christian Daycare	Aug/23 Child Care Subsidy	\$4,704.64
159960	London Children's Connection	Aug/23 Child Care Subsidy	\$5,149.50
159968	Next to Mom Inc.	Aug/23 Child Care Subsidy	\$2,675.50
159984	Salvation Army Village Daynurs	Aug/23 Child Care Subsidy	\$3,655.10
159988	Simply Kids	Aug/23 Child Care Subsidy	\$13,927.32
159989	Mt. Brydges Sonshine Day Care	Aug/23 Child Care Subsidy	\$3,990.65
159998		HPP 2023-2024 031	\$768.75
160015	Whitehills Childcare Ass'n.	Aug/23 Child Care Subsidy	\$125.50
160020	YMCA of Southwestern Ontario	Aug/23 Child Care Subsidy	\$48,581.46
160032	Ailsa Craig & District Co-Op	Oct/23 General Operating Grant	\$550.00
160032	Ailsa Craig & District Co-Op	Oct/23 Pay Equity	\$29.38
160032	Ailsa Craig & District Co-Op	Oct/23 Wage Enhancement Grant	\$346.84
160036	Angels Daycares Ontario Ltd.	Oct/23 General Operating Grant	\$13,860.00
160036	Angels Daycares Ontario Ltd.	Oct/23 Wage Enhancement Grant	\$4,703.82
160036	Angels Daycares Ontario Ltd.	Oct/23 Cost Escalation	\$2,237.97
160036	Angels Daycares Ontario Ltd.	Oct/23 CWELCC Workforce	\$1,688.50
160036	Angels Daycares Ontario Ltd.	2023 CWELCC Fee Optimization	\$40,760.20
160036	Angels Daycares Ontario Ltd.	Oct/23 CWELCC Fee Reduction	\$32,364.24
160037	Angels Daycares Ontario Ltd.	Oct/23 General Operating Grant	\$13,860.00
160037	Angels Daycares Ontario Ltd.	Oct/23 Wage Enhancement Grant	\$5,291.53
160037	Angels Daycares Ontario Ltd.	Oct/23 Cost Escalation	\$2,237.97
160037	Angels Daycares Ontario Ltd.	Oct/23 CWELCC Workforce	\$1,919.62
160037	Angels Daycares Ontario Ltd.	2023 CWELCC Fee Optimization	\$40,760.20
160037	Angels Daycares Ontario Ltd.	Oct/23 CWELCC Fee Reduction	\$33,844.40
160038	Angels Daycares Ontario Ltd.	Oct/23 General Operating Grant	\$7,920.00
160038	Angels Daycares Ontario Ltd.	Oct/23 Wage Enhancement Grant	\$3,476.68
160038	Angels Daycares Ontario Ltd.	Oct/23 Cost Escalation	\$1,463.16



# Social Services Payables

September 2, 2023 to September 28, 2023

Cheque Number	Vendor Name	Invoice Description	Amount
160038	Angels Daycares Ontario Ltd.	Oct/23 CWELCC Workforce	\$1,258.33
160038	Angels Daycares Ontario Ltd.	2023 CWELCC Fee Optimization	\$32,627.40
160038	Angels Daycares Ontario Ltd.	Oct/23 CWELCC Fee Reduction	\$19,441.01
160040	Arva's Little School House	Oct/23 General Operating Grant	\$4,785.00
160040	Arva's Little School House	Oct/23 Wage Enhancement Grant	\$2,450.89
160040	Arva's Little School House	Oct/23 Cost Escalation	\$764.59
160040	Arva's Little School House	Oct/23 CWELCC Workforce	\$69.26
160040	Arva's Little School House	2023 CWELCC Fee Optimization	\$69,401.80
160040	Arva's Little School House	Oct/23 CWELCC Fee Reduction	\$9,851.06
160041	Belvoir Co-op Nursery School	Oct/23 General Operating Grant	\$3,009.50
160041	Belvoir Co-op Nursery School	Oct/23 Wage Enhancement Grant	\$1,375.12
160041	Belvoir Co-op Nursery School	Oct/23 Cost Escalation	\$339.67
160041	Belvoir Co-op Nursery School	2023 CWELCC Fee Optimization	\$31,484.64
160041	Belvoir Co-op Nursery School	Oct/23 CWELCC Fee Reduction	\$6,130.29
160069	E.L.M. Children's Centre	Oct/23 General Operating Grant	\$19,140.00
160069	E.L.M. Children's Centre	Oct/23 Pay Equity	\$305.95
160069	E.L.M. Children's Centre	Oct/23 Wage Enhancement Grant	\$7,888.05
160069	E.L.M. Children's Centre	Oct/23 Cost Escalation	\$2,848.89
160069	E.L.M. Children's Centre	Oct/23 CWELCC Workforce	\$1,614.48
160069	E.L.M. Children's Centre	2023 CWELCC Fee Optimization	\$279,871.80
160069	E.L.M. Children's Centre	Oct/23 CWELCC Fee Reduction	\$30,628.23
160071	EYES Child Care Ilderton	Oct/23 General Operating Grant	\$9,306.00
160071	EYES Child Care Ilderton	Oct/23 Wage Enhancement Grant	\$3,876.44
160071	EYES Child Care Ilderton	Oct/23 Cost Escalation	\$829.10
160071	EYES Child Care Ilderton	Oct/23 CWELCC Workforce	\$799.86
160071	EYES Child Care Ilderton	Oct/23 CWELCC Fee Reduction	\$28,178.39
160092	Joseph Winser	Expense Claim	\$1,162.12
160092	Joseph Winser	Expense Claim	\$966.00
160092	Joseph Winser	Expense Claim	\$51.96
160094	Kids Ko Childcare Centre Inc.	Oct/23 General Operating Grant	\$14,355.00
160094	Kids Ko Childcare Centre Inc.	Oct/23 Wage Enhancement Grant	\$6,484.10
160095	Kilworth Children's Centre	Oct/23 General Operating Grant	\$16,610.00
160095	Kilworth Children's Centre	Oct/23 Pay Equity	\$1,255.59
160095	Kilworth Children's Centre	Oct/23 Wage Enhancement Grant	\$6,660.61
160095	Kilworth Children's Centre	Oct/23 Cost Escalation	\$2,735.01
160095	Kilworth Children's Centre	Oct/23 CWELCC Workforce	\$773.41
160095	Kilworth Children's Centre	2023 CWELCC Fee Optimization	\$56,763.20
160095	Kilworth Children's Centre	Oct/23 CWELCC Fee Reduction	\$29,929.08
160096	Kinderville Gainsborough London Inc	Jul/23 Childcare Subsidy	\$1,050.00
160096	Kinderville Gainsborough London Inc	Aug/23 Childcare Subsidy	\$1,067.66
160099	Koala T. Care Daycare	Oct/23 General Operating Grant	\$11,179.85
160099	Koala T. Care Daycare	Oct/23 Wage Enhancement Grant	\$6,651.23

# Social Services Payables

September 2, 2023 to September 28, 2023

Cheque Number	Vendor Name	Invoice Description	Amount
160099	Koala T. Care Daycare	Oct/23 Cost Escalation	\$1,013.53
160099	Koala T. Care Daycare	Oct/23 CWELCC Workforce	\$848.43
160099	Koala T. Care Daycare	Oct/23 CWELCC Fee Reduction	\$34,030.08
160104	LEADS Employment Services	Aug/23 Skills that Work	\$3,234.17
160107	Little Lambs Christian Daycare	Oct/23 General Operating Grant	\$10,692.00
160107	Little Lambs Christian Daycare	Oct/23 Wage Enhancement Grant	\$5,656.49
160107	Little Lambs Christian Daycare	Oct/23 Cost Escalation	\$1,678.56
160107	Little Lambs Christian Daycare	Oct/23 CWELCC Workforce	\$183.90
160107	Little Lambs Christian Daycare	2023 CWELCC Fee Optimization	\$66,479.40
160107	Little Lambs Christian Daycare	Oct/23 CWELCC Fee Reduction	\$19,127.15
160108	London Children's Connection	Oct/23 General Operating Grant	\$3,787.85
160108	London Children's Connection	Oct/23 Pay Equity	\$186.04
160108	London Children's Connection	Oct/23 Wage Enhancement Grant	\$724.65
160108	London Children's Connection	Oct/23 Cost Escalation	\$1,362.13
160108	London Children's Connection	2023 CWELCC Fee Optimization	\$68,530.80
160131	ParaMed Inc	Aug/23 Homemakers & Nurses	\$123.63
160134	Pinetree Preschool Parkhill	Aug/23 Childcare Subsidy	\$804.52
160134	Pinetree Preschool Parkhill	Oct/23 General Operating Grant	\$7,161.00
160134	Pinetree Preschool Parkhill	Oct/23 Wage Enhancement Grant	\$3,321.85
160134	Pinetree Preschool Parkhill	Oct/23 Cost Escalation	\$1,246.93
160134	Pinetree Preschool Parkhill	Oct/23 CWELCC Workforce	\$1,127.09
160134	Pinetree Preschool Parkhill	2023 CWELCC Fee Optimization	\$33,927.40
160134	Pinetree Preschool Parkhill	Oct/23 CWELCC Fee Reduction	\$16,009.63
160150	Simply Kids	Oct/23 General Operating Grant	\$15,444.00
160150	Simply Kids	Oct/23 Wage Enhancement Grant	\$7,169.55
160150	Simply Kids	Oct/23 Cost Escalation	\$2,295.62
160150	Simply Kids	Oct/23 CWELCC Workforce	\$124.96
160150	Simply Kids	2023 CWELCC Fee Optimization	\$133,291.60
160150	Simply Kids	Oct/23 CWELCC Fee Reduction	\$22,455.89
160152	Mt. Brydges Sonshine Day Care	Oct/23 General Operating Grant	\$19,962.25
160152	Mt. Brydges Sonshine Day Care	Oct/23 Wage Enhancement Grant	\$8,386.51
160152	Mt. Brydges Sonshine Day Care	Oct/23 Cost Escalation	\$3,161.81
160152	Mt. Brydges Sonshine Day Care	Oct/23 CWELCC Workforce	\$93.21
160152	Mt. Brydges Sonshine Day Care	2023 CWELCC Fee Optimization	\$195,631.80
160152	Mt. Brydges Sonshine Day Care	Oct/23 CWELCC Fee Reduction	\$40,700.32
160183	Whitehills Childcare Ass'n.	Oct/23 General Operating Grant	\$10,286.51
160183	Whitehills Childcare Ass'n.	Oct/23 Pay Equity	\$309.07
160183	Whitehills Childcare Ass'n.	Oct/23 Wage Enhancement Grant	\$4,703.34
160183	Whitehills Childcare Ass'n.	Oct/23 Cost Escalation	\$2,614.64
160183	Whitehills Childcare Ass'n.	Oct/23 CWELCC Workforce	\$1,019.62
160183	Whitehills Childcare Ass'n.	2023 CWELCC Fee Optimization	\$42,211.00
160183	Whitehills Childcare Ass'n.	Oct/23 CWELCC Fee Reduction	\$40,113.21

# Social Services Payables

September 2, 2023 to September 28, 2023

Cheque Number	Vendor Name	Invoice Description	Amount
160187	YMCA of Southwestern Ontario	Oct/23 General Operating Grant	\$33,492.80
160187	YMCA of Southwestern Ontario	Oct/23 Wage Enhancement Grant	\$16,215.37
160187	YMCA of Southwestern Ontario	Oct/23 Cost Escalation	\$9,104.32
160187	YMCA of Southwestern Ontario	2023 CWELCC Fee Optimization	\$62,030.80
160187	YMCA of Southwestern Ontario	Oct/23 CWELCC Fee Reduction	\$79,645.44
160215	Denning's	Funeral Costs	\$4,974.67
160239	Haskett Funeral Homes Ltd.	Funeral Costs	\$4,951.17
160252	Kilworth Children's Centre	Professional Learning 2023	\$810.00
160263		HPP 2023-2024 035	\$3,268.00
160287		HPP 2023-2024 034	\$1,800.00
159884		HPP 2023-2024 030	\$2,200.00

\$2,107,128.69

# Economic Development Payables

September 2, 2023 to September 28, 2023

Cheque Number	Vendor Name	Invoice Description	Amount
159734	4 Imprint Inc.	Promotional Items	\$1,723.98
159763	Cara Finn	Employee Expense Claim	\$115.90
159965	Municipality of Middlesex Centre	Lease Q4 Rent	\$1,421.77
160025	4 Imprint Inc.	Promotional Items	\$2,773.13
160025	4 Imprint Inc.	Promotional Items	\$1,766.30
160054	Cara Finn	Expense Claim	\$192.91
160066	Devin Vandenbron	Employee Expense Claim	\$423.95
160145	Sean Columbus	Employee Expense Claim	\$417.88
160153	Sportswood Printing	Printing	\$2,638.55
160153	Sportswood Printing	Printing	\$314.31
160178	VENDO Media Inc.	Advertising	\$1,808.00
160180	Villager Publications	Adverting	\$2,034.00
			\$15,630.68

# Strathmere Lodge Payables

September 2, 2023 to September 28, 2023

Cheque Number	Vendor Name	Invoice Description	Amount
159738	Abell Pest Control Inc.	PURCHASE SERVICES	\$330.25
159739	ACTIVE HEALTH SERVICES LTD.	PURCHASE SERVICES	\$10,729.50
159746	ARJOHUNTLEIGH CANADA INC.	EQUIP. MNTCE.	\$148.20
159747	Art Blake Refrigeration Limited	EQUIP. MNTCE.	\$1,672.67
159752	BOB FINLAY	ENTERTAINMENT	\$250.00
159757	Canadian Tire Associate Store-Strathroy	CONTRACTED REPAIRS	\$103.30
159767	George Courey Inc.	BEDDING REPLACEMENT	\$1,130.00
159778	DYNACARE	PURCHASE SERVICES	\$620.00
159783	JEREMY SMITH	ENTERTAINMENT	\$200.00
159784	RG HENDERSON	CONTRACTED REPAIRS	\$2,137.85
159785	KRISTI TAYLOR		\$208.95
159786	DARLENE BROWN	ACCOMM. REFUND	\$288.50
159793	Grand & Toy	STATIONARY SUPPLIES	\$137.53
159793	Grand & Toy	STATIONARY SUPPLIES	\$275.74
159793	Grand & Toy	STATIONARY SUPPLIES	\$1,030.11
159811	LENA HODGINS	STAFF EDUCATOR	\$2,169.60
159822	Medical Mart	NURSING SUPPLIES	\$16.33
159822	Medical Mart	NURSING SUPPLIES	\$728.83
159822	Medical Mart	NURSING SUPPLIES	\$37.47
159822	Medical Mart	NURISNG SUPPLIES	\$2,936.95
159822	Medical Mart	NURSING SUPPLIES	\$97.16
159822	Medical Mart	NURSING SUPPLIES	\$1,208.93
159822	Medical Mart	INCONT. PRODUCTS	\$4,121.82
159822	Medical Mart	INCONT. PRODUCTS	\$1,865.62
159822	Medical Mart	INCONT. PRODUCTS	\$889.82
159822	Medical Mart	INCONT. PRODUCTS	\$2,779.77
159828	Moffatt and Powell	CONTRACTED REPAIRS	\$99.42
159828	Moffatt and Powell	CONTRACTED REPAIRS	\$45.39
159828	Moffatt and Powell	CONTRACTED REPAIRS	\$76.89
159832	Nutritional Management Service	AUGUST MEALS	\$89,180.16
159838	Pro-Able Doors & Systems Inc.	CONTRACTED REPAIRS	\$148.60
159841	VANDEWALLE MEDICINE PROFESSIONAL CORP.	PHYSICIAN FEES	\$1,945.86
159852	Signmakers	UNIFORM REPLACEMENT	\$111.02
159860	Stericycle, ULC	PURCHASE SERVICES	\$146.48
159862	STRATHROY HHBC	CONTRACTED REPAIRS	\$38.84
159883	Wood Wyant Inc.	H/K SUPPLIES	\$21.47
159883	Wood Wyant Inc.	H/K SUPPLIES	\$1,340.78
159887	Augustine Caines	STAFF EXPENSE	\$54.64
159900	Brittany Hodgson	STAFF EXPENSE	\$40.00
159909	Canadian Tire Associate Store-Strathroy	CONTRACTED REPAIRS	\$40.63
159909	Canadian Tire Associate Store-Strathroy	CONTRACTED REPAIRS	\$24.85
159917	Cintas Canada Ltd.	UNIFORM ALLOWANCE	\$262.16
159948	Inge Stahl	CHAPLAIN FEES	\$2,071.57

# Strathmere Lodge Payables

September 2, 2023 to September 28, 2023

Cheque Number	Vendor Name	Invoice Description	Amount
159985	Sanitary Sewer Cleaning	PURCHASED SERVICES	\$2,077.62
160013	Waste Connections of Canada Inc.	GARAGE COLLECTION	\$4,601.12
160034	Allstream Business Inc.	TELEPHONE	\$57.51
160049	Canadian Tire Associate Store-Strathroy	CONTRACTED REPAIRS	\$14.67
160052	CAM DENOMME	RECREATION	\$226.00
160062	DIVERSEY CANADA, INC.	SUPPLIES	\$675.04
160070	LONDON PIANO GUY	RECREATION	\$303.52
160072	Fulline Farm & Garden Equipment	VEHICLE OPERATION	\$40.39
160076	Grand & Toy	SUPPLIES	\$107.50
160076	Grand & Toy	SUPPLIES	\$74.58
160122	DR. M. MITHOOWANI	PHYSICIAN ON CALL	\$1,543.31
160136	Pro-Able Doors & Systems Inc.	CONTRACTED REPAIRS	\$62.90
160136	Pro-Able Doors & Systems Inc.	CONTRACTED REPAIRS	\$627.79
160144	Schindler Elevator Corp.	EQUIP. MAINTENANCE	\$776.20
160146	Serv Quip	CONTRACTED REPAIRS	\$543.81
160147	SHERWIN-WILLIAMS	CONTRACTED REPAIRS	\$306.68
160149	Signmakers	UNIFORM REPLACEMENT	\$11.70
160155	STAFF SCHEDULE CARE	PURCHASED SERVICES	\$7,017.30
160185	W.S.I.B.	SCHEDULE 2	\$2,293.58
160219	DR. HEWAK	PHYSICIAN ON CALL	\$366.15
160220	DR. GUNN	PHYSICIAN ON CALL	\$209.23
160221	RG HENDERSON	DIETARY SUPPLIES	\$166.11
160222	LINDE MECHANICAL INC.	EQUIP.MNTCE.	\$768.91
160223	BARB THOMS	MILEAGE	\$45.14
160224	JENNIFER GIRARD	AMBULANCE	\$45.00
160225	ESTATE OF BETTY BOYER	ACCOMM. REFUND	\$795.40
160226	ESTATE OF AUDREY THOMPSON	ACCOMM. REFUND	\$2,091.93
160227	ESTATE OF GEORGE SIMPSON	ACCOMM. REFUND	\$1,072.34
160228	ANA CARREIRO	MILEAGE-7251 GLENDON DR.	\$25.62
160229	LONDON PIANO GALLERY	RECREATION	\$303.52
160237	Grand & Toy	STATIONARY SUPPLIES	\$254.52
160246	John Fournier	PHONE	\$40.00
160246	John Fournier	PHONE	\$40.00
160249	DR. J. PARR	PHYSICIAN PAYMENT	\$366.15
160253	LENA HODGINS	STAFF EDUCATOR	\$2,169.60
160260	DR. M. MITHOOWANI	AUG ON CALL	\$601.77
160262	MARCY WELCH	BINGO	\$200.00
160266	POINT CLICK CARE TECHNOLOGIES INC.	TECHNOLOGY/SUPPORT TOOLS	\$7,255.55
160280	Strathmere Lodge	ACCOMM. REFUND-G. WHITTLE	\$2,091.93
			\$172,033.75

September 27, 2023

**Sent by Email**

Re: Interim Accommodation Measure Enacted on Delaware Central PS

Good day,

Please be advised that on September 26, 2023, the TVDSB Board of Trustees received a report outlining an interim accommodation measure for Delaware Central Public School in the form of an enrolment cap. Please find attached a map showing the exact location of the capped portion of the attendance area, denoted in red hatching.

Delaware Central PS is located in Delaware and has been experiencing sustained enrolment pressure. Given various site restrictions, additional portables cannot be placed on site to accommodate new students. Because of this enrolment pressure, TVDSB administration has implemented an enrolment cap at Delaware Central for the portion of the attendance area that is located within Komoka-Kilworth. This interim accommodation measure directs all new families from this portion of the attendance area to attend Parkview Public School until permanent accommodation can be provided, effective January 1, 2024.

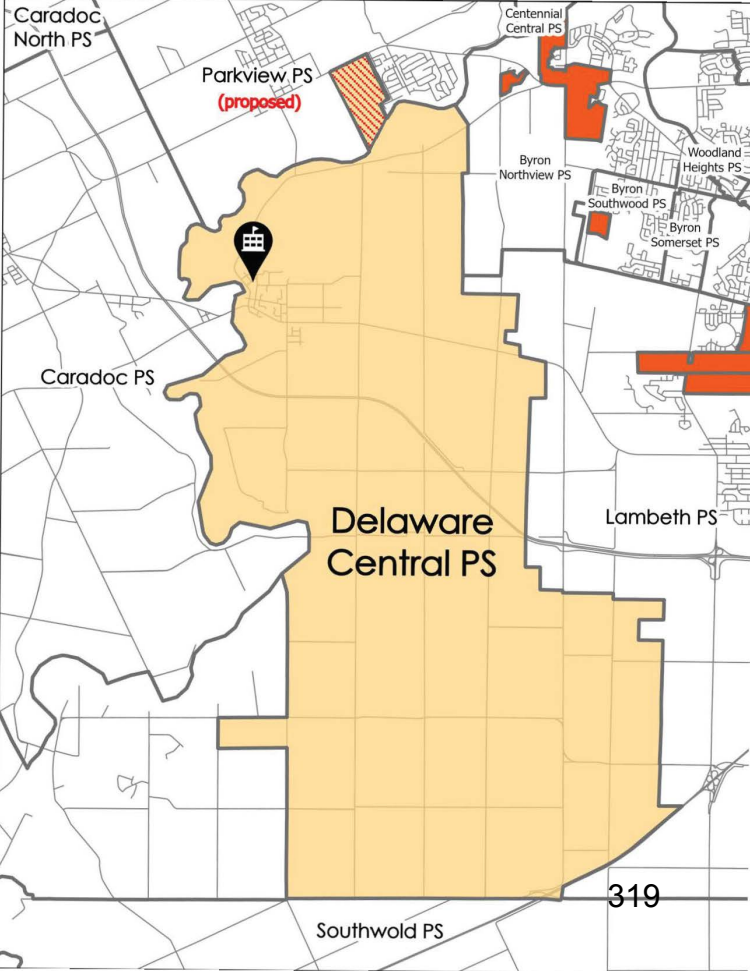
Please do not hesitate to contact the undersigned if clarification is required.

Regards,

A handwritten signature in black ink, appearing to read "Cassandra Harms".

Cassandra Harms  
Planner  
Thames Valley District School Board  
(548) 486 6154  
c.harms@tvdsb.ca

CC:  
Durk Vanderwerff  
Michael Di Lullo





# Changes to the Definition of an “Affordable Residential Unit” in the Development Charges Act, 1997 for the Purpose of Municipal Development-Related Charge Discounts and Exemptions.

ERO (Environmental Registry of Ontario) number	019-7669
Notice type	Act
Posted by	Ministry of Municipal Affairs and Housing
Notice stage	Proposal
Proposal posted	September 28, 2023
Comment period	September 28, 2023 - October 28, 2023 (30 days) Open
Last updated	September 28, 2023

This consultation closes at 11:59 p.m. on:

**October 28, 2023**

## Proposal summary

The province is proposing to amend the *Development Charges Act, 1997* to change the definition of an affordable residential unit for the purpose of discounting and exempting these units from municipal development-related charges.

## Proposal details

### Overview:

The Ministry of Municipal Affairs and Housing (MMAH) is proposing to amend the *Development Charges Act, 1997* (DCA) to change the definition of an affordable residential unit for the purpose of discounting and exempting these units from municipal development-related charges (MDRCs). MDRCs are development charges, community benefits charges, and parkland dedication

requirements. The proposed new definition would be based on the existing definition of affordable housing in the Provincial Policy Statement (PPS), 2020, which considers local income in addition to market prices. The proposed new definition would consider the housing costs that are affordable for households that, in the Minister of Municipal Affairs and Housing's opinion, are in the 60<sup>th</sup> percentile of gross annual income in the applicable local municipality.

## **Proposed change:**

Under the proposed change, an affordable residential unit would be defined as:

For rental housing, where the rent is no greater than the lesser of,

- i. the income-based affordable rent for the residential unit set out in the Affordable Residential Units bulletin, as identified by the Minister of Municipal Affairs and Housing, and
- ii. the average market rent identified for the residential unit set out in the Affordable Residential Units bulletin.

In identifying the income-based affordable rent applicable to a residential unit, the Minister of Municipal Affairs and Housing shall,

- a. determine the income of a household that, in the Minister's opinion, is at the 60th percentile of gross annual incomes for renter households in the applicable local municipality; and
- b. identify the rent that, in the Minister's opinion, is equal to 30 per cent of the income of the household referred to in clause (a).

For ownership housing, where the price of the residential unit is no greater than the lesser of,

- i. the income-based affordable purchase price for the residential unit set out in the Affordable Residential Units bulletin, as identified by the Minister of Municipal Affairs and Housing, and
- ii. 90 per cent of the average purchase price identified for the residential unit set out in the Affordable Residential Units bulletin.

In identifying the income-based affordable purchase price applicable to a residential unit, the Minister of Municipal Affairs and Housing shall,

- a. determine the income of a household that, in the Minister's opinion, is at the 60<sup>th</sup> percentile of gross annual incomes for households in the applicable local municipality; and
- b. identify the purchase price that, in the Minister's opinion, would result in annual accommodation costs equal to 30 per cent of the income of the household referred to in clause (a).

### **Why the change is being made:**

The proposed change to the definition of an affordable residential unit in the *Development Charges Act, 1997* would change which units might qualify for discounts and exemptions from MDRCs. As local income would be a factor for determining which residential units would be deemed affordable, the changes could result in lower purchase prices compared to the current definition in the DCA. The change would also incent the development of housing that would be considered affordable to moderate income households.

Affordable residential units that meet the province's definition would be eligible for discounts and exemptions from MDRCs, to help lower the cost of building, purchasing, and renting affordable homes across the province.

Incorporating income-based factors into the definition of an affordable residential unit, better reflects moderate income households' ability to carry costs of housing (compared to a solely market-based definition). This change would help to enable more Ontarians to find an affordable home based on their household income.

## **Supporting materials**

### **Related links**

[Development Charges Act, 1997, S.O. 1997, c. 27 \(ontario.ca\)](https://www.ontario.ca/laws/statute/97d27)  
(<https://www.ontario.ca/laws/statute/97d27>)

[Bill 23, More Homes Built Faster Act, 2022 - Legislative Assembly of Ontario \(o...](https://www.ola.org/en/legislative-business/bills/parliament-43/session-1/bill-23)  
(<https://www.ola.org/en/legislative-business/bills/parliament-43/session-1/bill-23>)

[Planning Act, R.S.O. 1990, c. P.13 \(ontario.ca\)](https://www.ontario.ca/laws/statute/90p13)  
(<https://www.ontario.ca/laws/statute/90p13>)

## View materials in person

Some supporting materials may not be available online. If this is the case, you can request to view the materials in person.

Get in touch with the office listed below to find out if materials are available.

## Comment

Let us know what you think of our proposal.

Have questions? Get in touch with the contact person below. Please include the ERO (Environmental Registry of Ontario) number for this notice in your email or letter to the contact.

[Read our commenting and privacy policies. \(/page/commenting-privacy\)](#)

## Submit by mail

Ruchi Parkash  
Municipal Finance Policy Branch  
College Park 13th flr, 777 Bay St  
Toronto, ON  
M7A 2J3  
Canada

## Connect with us

### Contact

Ruchi Parkash

 [MFPB@ontario.ca](mailto:MFPB@ontario.ca)

## BACKGROUND

## Affordable Homes and Good Jobs Act, 2023

September 28, 2023

[Municipal Affairs and Housing](#)

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The Ontario government is proposing changes to help more people find an affordable home and support municipalities across the province to attract jobs. The proposed measures would update the legislated definition of affordable housing, cut red tape to build more priority projects such as housing, help municipalities find savings and efficiencies, and support the creation of more jobs. Related initiatives include:

### Affordable Housing Definition for Development Charges Exemptions

Under the *More Homes Built Faster Act*, Ontario made changes to the Development Charges Act that would exempt affordable housing units from development-related charges once a definition is in force and a Bulletin issued by the Minister of Municipal Affairs and Housing is published. The goal of this change is to make it cheaper and easier to build truly affordable homes, since development-related charges can add well over \$100,000 to the cost of a single-family home in some Ontario municipalities. The proposed changes to the *Development Charges Act* contained in this bill would, if passed, take local incomes and market factors into account to define an affordable residential unit. This definition would then be used to determine which housing units should be eligible for development-related charge discounts and exemptions. This approach, [which the government is consulting on](#), will reflect the ability of local households to pay for housing and recognize the diversity of housing markets across the province. Discounts and exemptions on development-related fees can lower the cost of building, purchasing and renting affordable homes across Ontario.

### Building the Volkswagen Group and PowerCo SE's Facility

The government is also [proposing legislative changes](#), that, if passed, would support Volkswagen Group and PowerCo SE's historic investment to build an electric vehicle battery cell manufacturing facility in the City of St. Thomas. These changes would give St. Thomas the authority to provide PowerCo SE municipal-based incentives that were negotiated in partnership with the municipality. The battery cell manufacturing facility will be the largest of its kind in Canada, creating up to

3,000 direct jobs and thousands of indirect jobs, helping to support economic growth and prosperity for future generations.

**Streamlining Decisions at the Ontario Land Tribunal (OLT)**

As part of the strategy to streamline hearings and speed up decisions at the OLT, Ontario is consulting on and developing regulations to set service standards and to prioritize resolution of certain cases, including cases that would create the most housing. Consultations will begin this fall.

**Enabling Greater Municipal Procurement Collaboration**

Ontario is proposing to help ensure municipalities can benefit from provincial supply chain programs and strategies, led by Supply Ontario, including category management and Vendor of Record arrangements, which combine Ontario’s purchasing power together to obtain better value for procurements. Municipalities can collaborate with Supply Ontario on a voluntary basis to enable cost savings and efficiencies in all levels of government in Ontario.

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**Related Topics**

**Government**  
Learn about the government services available to you and how government works. [Learn more](#)

**Home and Community**  
Information for families on major life events and care options, including marriage, births and child care. Also includes planning resources for municipalities. [Learn more](#)

**Jobs and Employment**  
We’ve got the resource and supports to help connect job seekers with employers. [Learn more](#)

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**Media Contacts**

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Communications Branch  
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**September 28, 2023**

Warden Cathy Burghardt-Jesson  
County of Middlesex  
399 Ridout Street North  
London, ON N6A 2P1

**RE: Monthly Board of Health Update – September 2023**

Dear Warden Burghardt-Jesson,

Please find the September 2023 Board of Health meeting update attached to this memo. The attached update includes links to reports reviewed at the September 21, 2023 Board of Health meeting, as well as links to the minutes from the meeting.

Sincerely,



Matthew Newton-Reid  
Board Chair, Middlesex-London Board of Health

CC: Bill Rayburn, Chief Administrative Officer, Middlesex County  
Paul Shipway, Acting Legislative Services Manager/Clerk, Middlesex County  
Middlesex County Municipal Clerks

# MIDDLESEX-LONDON BOARD OF HEALTH

## Meeting Update

### BOARD OF HEALTH MEETING – September 21, 2023 at 7 p.m.

*Please note: This document contains draft versions of motions only from this meeting. Significant discussion on many items is not captured here but will be available in the approved minutes that will be published after the meeting of the following month.*

[Complete Agenda Package](#)

Approved: [July 20, 2023 – Board of Health meeting](#)

Received: [July 20, 2023 – Performance Appraisal Committee meeting](#)  
[July 20, 2023 – Governance Committee meeting](#)  
[August 10, 2023 – Finance and Facilities Committee meeting](#)  
[September 14, 2023 – Finance and Facilities Committee meeting](#)

Reports	Reports Received and Approved by the Board of Health
<b>Finance and Facilities Committee Meeting Summary</b>  <b>(<a href="#">Report No. 49-23</a>)</b>	<p>It was moved by <b>M. Steele, seconded by S. Menghsha</b>, that the Board of Health receive Report No. 10-23FFC re: “2023 Q2 Financial Update and Factual Certificate” for information.</p> <p style="text-align: right;">Carried</p>
	<p>It was moved by <b>M. Steele, seconded by A. DeViet</b>, that the Board of Health receive Report No. 11-23FFC re: “City of London Budget: Assessment Growth Proposals” for information.</p> <p style="text-align: right;">Carried</p>
	<p>It was moved by <b>M. Steele, seconded by M. Smibert</b>, that the Board of Health receive Report No. 12-23FFC re: “Annual 2022 Surplus – Alternate Use” for information.</p> <p style="text-align: right;">Carried</p>
	<p>It was moved by <b>M. Steele, seconded by S. Menghsha</b>, that the Board of Health approve that the municipal portions of 2022 surplus funds be applied as payment on the Middlesex-London Health Unit’s variable loan.</p> <p style="text-align: right;">Carried</p>
	<p>It was moved by <b>M. Steele, seconded by M. Smibert</b>, that the Board of Health direct staff to engage in required proceedings with the City of London and the County of Middlesex to enable surplus funds to be redirected to the Canadian Imperial Bank of Commerce (CIBC) for payment to the Health Unit’s variable loan in the following amounts: City of London: \$611,898 and The County of Middlesex: \$116,552.</p> <p style="text-align: right;">Carried</p>
	<p>It was moved by <b>M. Steele, seconded by M. Smibert</b>, that the Board of Health direct staff to prepare a briefing note for the County of Middlesex and City of London Council regarding the alternate use of municipal surplus funds.</p> <p style="text-align: right;">Carried</p>



	<p>It was moved by <b>M. Steele, seconded by A. DeViet</b>, that the Board of Health approve the audited Financial Statements of Middlesex-London Health Unit for programs ended March 31, 2023.</p> <p style="text-align: right;">Carried</p> <p>It was moved by <b>M. Steele, seconded by M. Smibert</b>, that the Board of Health receive Report No. 14-23FFC re: “2023 Funding Update” for information.</p> <p style="text-align: right;">Carried</p> <p>It was moved by <b>M. Steele, seconded by M. Smibert</b>, that the Board of Health receive Report No. 15-23FFC re “2023 Financial Update” for information.</p> <p style="text-align: right;">Carried</p>
<p><b>Governance Committee Meeting Summary from September 21, 2023</b></p> <p><b>(Verbal)</b></p>	<p>It was moved by <b>M. Smibert, seconded by M. Steele</b>, that the Board of Health receive Report No. 08-23GC re: “Board of Health Member Self-Assessment - 2023” for information.</p> <p style="text-align: right;">Carried</p> <p>It was moved by <b>M. Smibert, seconded by S. Menghsha</b>, that the Board of Health:</p> <ol style="list-style-type: none"> <li>1) Approve the Board of Health Member Self-Assessment Tool as Appendix A; and,</li> <li>2) Direct staff to initiate the Board of Health Member Self-Assessment for 2023.</li> </ol> <p style="text-align: right;">Carried</p> <p>It was moved by <b>M. Smibert, seconded by S. Franke</b>, that the Board of Health:</p> <ol style="list-style-type: none"> <li>1) Receive Report No. 09-23GC re: “Governance Policy Review” for information; and,</li> <li>2) Approve the governance policies as amended in Appendix B.</li> </ol> <p style="text-align: right;">Carried</p> <p>It was moved by <b>M. Smibert, seconded by A. DeViet</b>, that the Board of Health:</p> <ol style="list-style-type: none"> <li>1) Receive Report No. 10-23GC re: “MLHU Q2 2023 Risk Register” for information; and,</li> <li>2) Approve the Q2 2023 Risk Register (Appendix A).</li> </ol> <p style="text-align: right;">Carried</p> <p>It was moved by <b>M. Smibert, seconded by M. Steele</b>, that the Board of Health receive Report No. 11-23GC, re: “2021-2022 Provisional Plan Final Update” for information.</p> <p style="text-align: right;">Carried</p>

<b>2022 Annual Report and Attestation</b> <a href="#">(Report No. 50-23)</a>	<p>It was moved by <b>M. Smibert, seconded by S. Menghsha</b>, <i>that the Board of Health:</i></p> <ol style="list-style-type: none"> <li>1) <i>Receive Report No. 50-23 re: “2022 Annual Report and Attestation” for information; and</i></li> <li>2) <i>Approve the Middlesex-London Health Unit 2022 Annual Report and Attestation.</i></li> </ol> <p style="text-align: right;">Carried</p>
<b>Sexually Transmitted Infection Strategy</b> <a href="#">(Report No. 51-23)</a>	<p>It was moved by <b>M. Steele, seconded by A. DeViet</b>, <i>that the Board of Health receive Report No. 51-23 re: “Sexually Transmitted Infection Strategy” for information.</i></p> <p style="text-align: right;">Carried</p>
<b>MLHU Strathroy Dental Clinic – Final Project Update</b> <a href="#">(Report No. 52-23)</a>	<p>It was moved by <b>A. DeViet, seconded by S. Menghsha</b>, <i>that the Board of Health receive Report No. 52-23 re: “MLHU Strathroy Dental Clinic – Final Project Update” for information.</i></p> <p style="text-align: right;">Carried</p>
<b>Updates from Ontario’s Ministry of Health in August 2023</b> <a href="#">(Report No. 53-23)</a>	<p>It was moved by <b>M. Steele, seconded by S. Menghsha</b>, <i>that the Board of Health receive Report No. 53-23 re: “Updates from Ontario’s Ministry of Health in August 2023” for information.</i></p> <p style="text-align: right;">Carried</p>
<b>Strategic Prioritization for the Middlesex-London Health Unit</b> <a href="#">(Report No. 54-23)</a>	<p>It was moved by <b>M. Smibert, seconded by S. Menghsha</b>, <i>that the Board of Health:</i></p> <ol style="list-style-type: none"> <li>1) <i>Receive Report No. 54-23 re: “Strategic Prioritization for the Middlesex-London Health Unit” for information; and</i></li> <li>2) <i>Approve the recommended principles and the methodology for prioritization.</i></li> </ol> <p style="text-align: right;">Carried</p>
<b>Current Public Health Issues</b> <b>(Verbal Update)</b>	<p>It was moved by <b>M. Smibert, seconded by S. Franke</b>, <i>that the Board of Health receive the verbal report re: “Current Public Health Issues” for information.</i></p> <p style="text-align: right;">Carried</p>
<b>Medical Officer of Health Activity Report for July and August</b> <a href="#">(Report No. 55-23)</a>	<p>It was moved by <b>M. Smibert, seconded by M. Steele</b>, <i>that the Board of Health receive Report No. 55-23 re: “Medical Officer of Health Activity Report for July and August” for information.</i></p> <p style="text-align: right;">Carried</p>

<p><b>Chief Executive Officer Activity Report for July and August</b></p> <p><b>(<a href="#">Report No. 56-23</a>)</b></p>	<p>It was moved by <b>S. Franke, seconded by A. DeViet</b>, <i>that the Board of Health receive Report No. 56-23 re: “Chief Executive Officer Activity Report for July and August” for information.</i></p> <p>Carried</p>
<p><b>August and September Correspondence</b></p>	<p>It was moved by <b>M. Smibert, seconded by S. Franke</b>, <i>that the Board of Health receive items a) through g) for information:</i></p> <ul style="list-style-type: none"> <li><i>a) Thunder Bay District Health Unit re: Physical Literacy for Healthy Active Children</i></li> <li><i>b) Timiskaming Health Unit re: Request for Air Quality Monitoring Stations in the Timiskaming District</i></li> <li><i>c) Public Health Sudbury &amp; Districts re: Bill 103, Smoke-Free Ontario Amendment Act (Vaping is not for Kids), 2023</i></li> <li><i>d) Association of Local Public Health Agencies re: Public Health Funding and Capacity Announcement</i></li> <li><i>e) Simcoe-Muskoka District Health Unit re: Bill 103, Smoke-Free Ontario Amendment Act (Vaping is not for Kids), 2023</i></li> <li><i>f) Middlesex-London Board of Health External Landscape for August and September</i></li> <li><i>g) Algoma Public Health re: Income-based policy interventions to reduce household food insecurity</i></li> </ul> <p>Carried</p>

## MIDDLESEX LIBRARY BOARD

### MINUTES

Tuesday, September 26, 2023, 10:30 AM

Middlesex County Building

399 Ridout Street North, London

Members Present      Warden Burghardt-Jesson  
                                 Councillor McMillan  
                                 Jim Maudsley  
                                 Marigay Wilkins  
                                 Ruth Adams  
                                 Brad Richards

Also Present            Lindsay Brock, CEO / Director of Library Services  
                                 Paul Shipway, Clerk / Legislative Services Manager

#### 1.      **CALL TO ORDER**

Chair Maudsley called the meeting to order at 10:30 a.m.

Lindsay Brock addressed the Library Board as follows:

*We acknowledge that the land we stand upon today is the traditional territory of the Attawandaron (Add-a-won-da-run), Anishinabeg (Ah-nish-in-a-beg), Haudenosaunee (Hoden-oh-show-nee), and Lunaapeewak (Len-ahpay-wuk) peoples who have long standing relationships to the land, water and region of Southwestern Ontario. The local First Nation communities of this area include Chippewas of the Thames First Nation, Oneida Nation of the Thames First Nation, and Munsee-Delaware Nation.*

*We acknowledge the treaties that are specific to this area: Treaty 2 (McKee Purchase), Treaty 3 (Between the Lakes Purchase), Treaty 6 (London Township Purchase), Treaty 21 (Long Woods Purchase) and Treaty 29 (Huron Tract Purchase). We value the significant contributions, both in the past and the present of local and regional first nations of Turtle Island.*

*We acknowledge historic and ongoing injustices that indigenous peoples endure in Canada and we affirm our commitment to honouring indigenous voices, nations and cultures, and to moving forward in the spirit of reconciliation and respect.*

**2. PROVISION FOR DISCLOSURE OF PECUNIARY INTEREST**

None.

**3. MINUTES**

**3.a Minutes of the May 23, 2023 Meeting of the Library Board**

Moved by Councillor McMillan

Seconded by Brad Richards

THAT the Minutes of the May 23, 2023 meeting of the Library Board be approved as presented.

Carried

**4. VISIONING TOPIC**

**4.a Library Budget 2024**

Presentation by Lindsay Brock, Director of Library Services / CEO

Moved by Councillor McMillan

Seconded by Marigay Wilkins

THAT the Library Budget 2024 presentation be received for information.

Carried

**5. ACTION ITEMS**

**5.a Early Literacy in the Home 2023-2024 Contract**

Report from Lindsay Brock, Director of Library Services / CEO

Moved by Marigay Wilkins

Seconded by Brad Richards

THAT a by-law be introduced to:

a. Authorize and approve the Agreement between the Corporation of the County of Middlesex and the Library Board; and

b. Authorize the Chair and Director of Library Services/CEO to execute the agreement.

Carried

**6. CORRESPONDENCE AND INFORMATION ITEMS**

- 6.a System Internet 2023-2022
- 6.b System Circulation 2023-2022
- 6.c News Articles
- 6.d Library Activity Report  
Report from Lindsay Brock, Director of Library Services / CEO
- 6.e EarlyON Program Update, Quarter 2, 2023  
Report from Nadine Devin, Early Years Project Manager
- 6.f EarlyON Newsletter, September 2023
- 6.g Roots of Empathy Program
- 6.h Best First Day Thames Valley Education Foundation – Thank You
- 6.i Have You Been to the Library Lately – The Walrus, June 2023
- 6.j Welcoming Week Events 2023  
Moved by Warden Burghardt-Jesson  
Seconded by Ruth Adams  
THAT items 6.a to 6.j be received for information.  
Carried

**7. INQUIRIES**

None.

**8. NEW BUSINESS**

- 8.a Next Meetings  
Tuesday, October 24, 2023  
Tuesday, November 21, 2023  
Tuesday, December 12, 2023

**9. BY-LAWS**

- 9.a #33 - A BY-LAW to Authorize an Agreement with Middlesex County for the Early Years Program

9.b #34 - A BY-LAW to Confirm the Proceedings of the September 26, 2023 meeting of the Library Board

Moved by Brad Richards

Seconded by Ruth Adams

THAT the by-laws be given a first and second reading.

Carried

Moved by Marigay Wilkins

Seconded by Councillor McMillan

THAT the by-laws be given a third and final reading.

Carried

## **10. ADJOURNMENT**

Moved by Warden Burghardt-Jesson

Seconded by Ruth Adams

THAT the Meeting adjourn at 11:50 a.m.

Carried

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Paul Shipway, County Clerk

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Jim Maudsley, Chair

**THE CORPORATION OF THE COUNTY OF MIDDLESEX**  
**BY-LAW #7253**

A BY-LAW to confirm proceedings of the Council of The Corporation of the County of Middlesex – October 10, 2023.

**WHEREAS:**

- A. It is deemed expedient that the proceedings of the Council of The Corporation of the County of Middlesex at the October 10, 2023, Session be confirmed and adopted by By-law;
- B. Section 5(3) of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended (the “Act”), provides that a municipal power shall be exercised by by-law;
- C. Section 9 of the Act provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;
- D. Section 10 of the Act provides that a municipality may pass by-laws respecting any service or thing that the municipality considers necessary or desirable for the public;

**NOW THEREFORE** the Council of The Corporation of the County of Middlesex enacts as follows:

- 1. That the action of the Council of The Corporation of the County of Middlesex in respect of all recommendations in reports of committees, all motions and resolutions and all other action passed and taken by the Council of The Corporation of the October 10, 2023, Session of Council, are hereby adopted and confirmed, as if the same were expressly included in this By-law.
- 2. That the Warden and proper officials of The Corporation of the County of Middlesex are hereby authorized and directed to do all things necessary to give effect to the action of the Council of The Corporation of the County of Middlesex during the said October 10, 2023, Session referred to in Section 1 of this By-law.
- 3. That the Warden and the Clerk are hereby authorized and directed to execute all documents necessary to the action taken by this Council as described in Section 1 of this By-law and to affix the Corporate Seal of The Corporation of the County of Middlesex to all documents referred to in said Section 1.

PASSED IN COUNCIL this 10<sup>th</sup> day of October, 2023.

\_\_\_\_\_  
Cathy Burghardt-Jesson, Warden

\_\_\_\_\_  
Paul Shipway, County Clerk