

**THE CORPORATION OF THE TOWNSHIP OF SEVERN  
PLANNING & DEVELOPMENT COMMITTEE**



**Wednesday April 22, 2015  
Council Chambers - Municipal Office**

**7:00 P.M.  
AGENDA**

- A. CALL TO ORDER**
- B. DISCLOSURE OF PECUNIARY INTEREST & THE GENERAL NATURE THEREOF**
- C. PUBLIC MEETINGS** **Page #**
- 1 Public Meeting re New Zoning Schedules (see Agenda Item E-4) 3-4
- D. DELEGATIONS** **Page #**
- "NIL"
- E. REPORTS FROM OFFICIALS (*for information*)** **Page #**
- 1 Building Report for the Month of March 2015 5-6
- 2 By-law Enforcement Report for the Month of March 2015 7-8
- 3 Society for the Prevention of Cruelty to Animals – Statement of Pound Services for the Month of March 2015 9-10
- 4 Planning Report No. P15-018 re New Zoning Schedules 11-14
- 5 Planning Report No. P15-021 re New Simcoe County Official Plan - Update 15-18
- F. REPORTS FROM OFFICIALS (*for direction*)** **Page #**
- 1 Planning Report No. P15-022 re Provincial Planning and Development Initiatives 19-22
- G. CORRESPONDENCE (*for information*)** **Page #**
- 1 AMO Communications re AMO Policy Update - Ministry of Education Releases New Process for School Closures 23-24

**H. CORRESPONDENCE (*for direction*)**

**Page #**

1 Kirsty & Shane Spencer re Request for Refund of Fees

25-26

**I. CONFIDENTIAL AGENDA**

**Page #**

**1 Reports from Officials**

“NIL”

**2 Correspondence**

“NIL”

**J. ADJOURNMENT**

**Dates for Future Planning & Development Committee Meetings**

Thursday, May 21, 2015 - 7:00 P.M.

Thursday, June 18, 2015 - 7:00 P.M.



# TOWNSHIP OF SEVERN

THE CORPORATION OF THE TOWNSHIP OF SEVERN  
P.O. Box 159, Orillia, Ontario, L3V 6J3

## NOTICE OF A PUBLIC MEETING CONCERNING A PROPOSED ZONING BY-LAW AMENDMENT APPLICATION NO. Z-15-05 NEW ZONING SCHEDULES

TAKE NOTICE THAT the Township of Severn will be holding a public meeting on **April 22<sup>nd</sup>, 2015 at 7:00 p.m.** in the Council Chambers of the Township's Administration Centre, 1024 Hurlwood Lane to consider a proposed Zoning By-law Amendment under Section 34 of the Planning Act, R.S.O. 1990.

The purpose and effect of the proposed Zoning By-law Amendment is to amend Zoning By-law No. 2010-65 of the Township of Severn as it applies to the Zoning Schedules. It is proposed to replace all of the existing schedules, including; Schedules A-1 through F-2, settlement area details Schedules S-1-1 through S-9-16 and the Floodplain Overlay Schedules FP-1 through FP-14. The new schedules were created to correct minor discrepancies which have been identified in a detailed review of the existing schedules and to ensure that all of the amendments that have been made to the schedules since the adoption of By-law 2010-65 are consolidated into current schedules. No substantive changes have been made to the mapping that has the effect of removing or replacing previously approved zoning permissions.

A key map has not been provided as the proposed amendment relates to all of the mapping and will have general application throughout the Township.

Any person or public body may attend the public meeting and/or make written or verbal representation either in support of or in opposition to the proposed zoning by-law amendment.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Township of Severn before the by-law is passed, the person or public body is not entitled to appeal the decision of Council of the Township of Severn to the Ontario Municipal Board.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Township of Severn before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to do so.

ADDITIONAL INFORMATION relating to the proposed zoning by-law amendment is available for inspection between 8:30 a.m. and 4:30 p.m. at the Municipal Office, 1024 Hurlwood Lane, Township of Severn.

All questions concerning the proposed development should be directed to Andrew Fyfe, Director of Planning & Development, [afyfe@townshipofsevern.com](mailto:afyfe@townshipofsevern.com) or (705) 325-2315 ext. 234.

DATED AT THE TOWNSHIP OF SEVERN THIS 1<sup>st</sup> DAY OF APRIL, 2015.

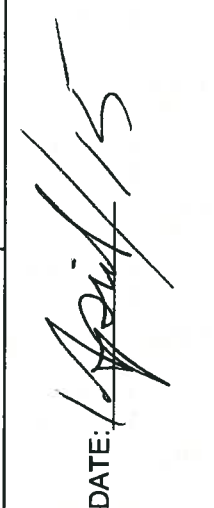
Sharon Goerke, Clerk

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**REPORT TO PLANNING and DEVELOPMENT COMMITTEE (BUILDING)  
FOR THE MONTH OF MARCH 2015**

NUMBER OF PERMITS ISSUED	2015		2014	
	MARCH 10	TO DATE 28	MARCH 19	TO DATE 35
PERMITS ISSUED FOR:	2015	2015	2014	2014
RESIDENTIAL - OTHER	10	25	11	20
INDUSTRIAL/COMMERCIAL/INSTITUTIONAL	0	1	2	3
SEPTIC SYSTEMS	0	1	2	3
NEW DWELLINGS	0	1	4	9
CONSTRUCTION VALUE:	2015	2015	2014	2014
RESIDENTIAL & SEPTIC	\$375,000.00	\$1,130,208.00	\$1,410,604.00	\$3,123,335.00
AGRICULTURAL	\$111,180.00	\$447,100.00	\$112,500.00	\$112,500.00
<b>RESIDENTIAL &amp; AGRICULTURAL TOTAL:</b>	<b>\$486,180.00</b>	<b>\$1,577,308.00</b>	<b>\$1,523,104.00</b>	<b>\$3,235,835.00</b>
INDUSTRIAL	\$0.00	\$0.00	\$0.00	\$0.00
COMMERCIAL	\$0.00	\$0.00	\$29,040.00	\$39,040.00
INSTITUTIONAL	\$0.00	\$100,000.00	\$0.00	\$0.00
<b>INDUST/COMM/INSTIT TOTAL:</b>	<b>\$0.00</b>	<b>\$100,000.00</b>	<b>\$29,040.00</b>	<b>\$39,040.00</b>
<b>TOTAL FEES COLLECTED</b>	<b>2015</b>	<b>2015</b>	<b>2014</b>	<b>2014</b>
BUILDING PERMIT	\$5,127.92	\$21,697.72	\$17,863.75	\$34,944.41
SEPTIC PERMITS	\$0.00	\$495.60	\$991.20	\$1,486.80
OTHER FEES	\$450.00	\$2,700.00	\$300.00	\$2,700.00
<b>TOTAL</b>	<b>\$5,577.92</b>	<b>\$24,893.32</b>	<b>\$19,154.95</b>	<b>\$39,131.21</b>

SIGNATURE: 

DATE: 

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**BY-LAW ENFORCEMENT REPORT TO PLANNING AND DEVELOPMENT COMMITTEE**  
for the month of March  
**2015**

	<b>2014 March</b>	<b>2014 Total Year</b>	<b>2015 March</b>	<b>2015 To Date</b>
<b>OCCURRENCES</b>	<b>2014</b>	<b>2014</b>	<b>2015</b>	<b>2015</b>
CLEAN & CLEAR	4	114	11	24
PROPERTY STANDARDS	4	58	9	16
PARKING	7	99	4	8
CUSTOMER SERVICES, GENERAL INITIATIVES/ISSUES, SPECIFIC PROJECTS	36	373	24	61
<b>REVENUE - P.O.A. &amp; TAGS</b>	<b>2014</b>	<b>2014</b>	<b>2015</b>	<b>2015</b>
P.O.A. Part 1 (fines)		2		0
P.O.A. Part 3 (fines)		0		0
PARKING FINES		12		0

**BY-LAW NOTES/INFORMATION:**  
 Stats do not include incoming or outgoing telephone calls, reports and paperwork.  
 General issues and services include sump pump inspections, signs, limited animal control, limited zoning meetings, etc.  
 Special projects include errands, pictures and drop offs.

**NOTEWORTHY ISSUES:**

SIGNATURE 

DATE 14 April / 15

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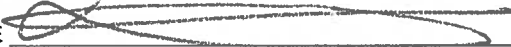


## SPCA REPORT TO PLANNING AND DEVELOPMENT COMMITTEE

for the month of March  
2015

	2014 March	2014 Total Year	2015 March	2015 To Date
<b>OCCURRENCES</b>	<b>2014</b>	<b>2014</b>	<b>2015</b>	<b>2015</b>
DOG TAGS ISSUED	7	58	15	28
DOGS IMPOUNDED		0		0
DOGS TAKEN TO SHELTER BY RATE PAYER		24	2	5
DOGS CLAIMED BY OWNERS		10	1	2
COMPLAINTS INVESTIGATED	6	95	10	22
TICKETS ISSUED		1		0
DOGS EUTHANIZED		0		0
ADDITIONAL PATROLS	7	127	12	39
FELINES SHELTERED	3	43	1	4

SIGNATURE



DATE



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**REPORT****P15-018**

**TO:** Chair & Members  
Planning & Development Committee

**FROM:** Andrew Fyfe  
Director of Planning & Development

**DATE:** April 14, 2015

**RE:** New Zoning Schedules

**Recommendation**

THAT Planning Report No. P15-018, dated April 14, 2015, with respect to new zoning schedules be received for information.

**Background**

In August of 2010, Council passed By-law No. 2010-65, the Township's new Comprehensive Zoning By-law. This replaced the zoning by-laws of the former Townships of Orillia, Medonte, Matchedash, Tay and the Village of Coldwater. No appeals to the By-law were lodged and thus, the By-law came into full force and effect as of August 5, 2010.

As part of the department's ongoing program of improving and updating the map schedules to the Township's zoning by-law, staff continually review the existing mapping to identify any errors. Now that we have a new set of zoning maps which tie the zoning categories to individual properties, it is easier to identify errors than when we were using a combination of paper maps and digital mapping which wasn't completely accurate. Recently we have identified a number of minor discrepancies created when the data set was converted into a new database that could be edited more easily. We have also found some of the previous rezonings which had been enacted by Council had not been carried forward. All 83 zoning schedules have now been reviewed in detail and the necessary "fine tuning" made.

As there are a number of changes being made on various schedules and the schedules apply to the entire Township, it is proposed that the existing schedules be repealed in their entirety and replaced with new "clean" schedules. It should be noted that the consideration of replacement zoning schedules is a "housekeeping" measure – it will not result in the rezoning of anyone's property unless there was an error or discrepancies in the original


mapping which affect their property. It is not intended that the permitted uses, setbacks, etc. on any individual properties will be changed unless it is to re-instate what was originally intended when By-law 2010 was adopted or a site-specific by-law amendment was adopted. A copy of the proposed draft by-law is attached.

**Financial Impact**

The required work was completed in house. The only costs incurred are for advertising and there is provision in the Planning Department's budget for this expenditure.

Respectfully submitted,

  
Andrew R. Fyfe  
Director of Planning & Development

WITH CONCURRENCE  
  
C.A.O.

**THE CORPORATION OF THE TOWNSHIP OF SEVERN**

**BY-LAW NO. 2015 - XX**

**BEING A ZONING BY-LAW TO FURTHER AMEND BY-LAW NO. 2010-65 AND TO REGULATE THE USE OF LAND AND THE CHARACTER, LOCATION AND USE OF BUILDINGS OR STRUCTURES ON ALL PROPERTIES WITHIN THE JURISDICTION OF THE TOWNSHIP OF SEVERN (General)**

**WHEREAS Council enacted By-law 2010-65 to regulate the use of land within the Township of Severn;**  
**AND WHEREAS it is desirable to amend the By-law to ensure its proper application and interpretation;**  
**AND WHEREAS Council has determined that certain amendments can be made to By-law 2010-65 to improve the By-law;**  
**AND WHEREAS the matters hereinafter set out comply with the Official Plan in effect for the Township of Severn;**  
**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SEVERN HEREBY ENACTS AS FOLLOWS:**

**Section 1 – Schedule Amendments:**

**1 THAT the Zone Schedules, being Schedules:**

**A-1 to A-2  
B-1 to B-4  
C-1 to C-5  
D-1to D-4  
E-1 to E-4  
F-1 to F-4  
S-1 to S-9  
FP-1 to FP-14**

**of By-law No. 2010-65, as otherwise amended are hereby deleted and replaced with the corresponding Zoning Schedules in accordance with Schedule "1" attached hereto and forming part of this By-law.**

**Section 2 – Application**

**3.1. THAT Zoning By-law No. 2010-65, as otherwise amended, is hereby further amended to give effect to the foregoing, but Zoning By-law No. 2010-65, as otherwise amended, shall in all other respects remain in full force and effect save as same may be otherwise amended or herein dealt with.**

**Section 3 – Force and Effect**

**4.1 THAT subject to the provisions of the Planning Act, R.S.O. 1990, as amended, this By-law shall come into force on the date it is passed by the Council of the Corporation of the Township of Severn.**

**By-law read a first and second time this            day of            , 2015.**

**By-law read a third time and finally passed this            day of            , 2015.**

**CORPORATION OF THE TOWNSHIP OF SEVERN**

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**CLERK-TREASURER**

**REPORT****P15-021**

**TO:** Chair & Members  
Planning & Development Committee

**FROM:** Andrew Fyfe  
Director of Planning and Development

**DATE:** April 14, 2015

**RE:** New Simcoe County Official Plan - Update

**Recommendation**

THAT Planning Report No. P15-021 dated April 14, with respect to an update regarding the new Simcoe County Official Plan be received for information.

**Background**

The Simcoe County Official Plan (SCOP) was approved by the County of Simcoe on November 28, 2008. A year later, the County of Simcoe filed an appeal for a “non-decision” by the Province on the Plan within 120 days of submission to the Province as provided for under the Planning Act. The approval of the SCOP currently resides with the OMB. More recently the document has been modified by the County based on discussions with representatives from the Province. These modifications satisfy new legislation adopted since the County Plan was originally adopted including the Lake Simcoe Protection Plan, Green Energy Act, Second Suites, and other guidelines such as the Natural Heritage Reference Manual. The document also conforms with the Provincial Policy Statement of 2005 and has been modified to use Provincially defined terms.

The formal Board process started in March 2013 with a series of pre-hearings. Through this process the Board has identified the various “Parties” to the proceedings, clarified the issues and attempted to facilitate a narrowing of the issues and resolution of at least some of the appeals. Throughout the process, the County has been working with the Province and the various appellants to resolve as many issues as possible without the need for a full hearing on them and to receive at least partial approval on those policies that remain uncontested. On April 19<sup>th</sup> 2013, the Board issued partial approval of some of the policy sections and map schedules and these came into effect. Since that time additional policy sections and map schedules have received partial approval and come into effect.

The County has scheduled an afternoon and an evening public information session on the process on April 20, 2015.

### **Analysis**

Staff have reviewed the new Simcoe County Official Plan and provide the following comments as an overview on the in-effect portions of the Plan and the items still under appeal, as they may affect the interests of the Township.

- The direction regarding “technical severances” specifically prohibits the creation of new residential lots. This section conflicts with our current OP which allows for the recreation of the historical lot fabric where properties were inadvertently merged through changes in legislation.
- The area subject to the South of Division Road Secondary Plan has been specifically recognized on the Land Schedules and the Plan specifies that the policy direction in the Secondary Plan is to govern development in this area.
- As part of the growth management analysis required as part of the updates of local official plans, municipalities are to establish a settlement hierarchy based on servicing availability, community characteristics, etc. In Severn Township it is anticipated that West Shore is to be the primary focus of development due to the availability of land and servicing. Coldwater will also be a significant focus for new development, but also redevelopment and intensification. Other settlement areas will likely play a lesser role. The quantification and related policy direction will come out of the Growth Management Study required as a background study for the OP update. However, this can only be completed when some of the outstanding appeals regarding related policies in the County Plan are resolved.
- The policy direction towards Shoreline Residential development is still unresolved. The County has indicated that it intends to consult with local municipalities in determining the “most appropriate management approach” to this issue. As Severn is home to a substantial amount of this type of development and many areas with considerable amounts of shoreline development have not be recognized on our Land Use schedules, it is anticipated that this issue will be a major component of our OP update. Therefore, it seems advisable that the Township should actively engage with the County on this issue prior to final approval of this policy area by the Board. Recent revisions to the Provincial Policy Statement have clarified the situation and should facilitate resolution of the issue.
- Section 4.10.14, which is one of the sections still under appeal, requires that the updated local plans use map schedules based on digital mapping compatible with the County’s GIS standards. The Township’s on-going mapping project is converting the Township’s current mapping to this format so that any new



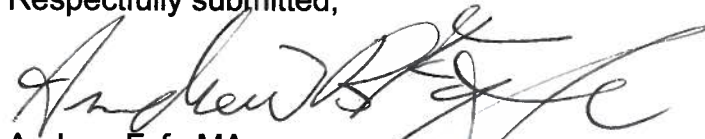
schedules will be compliant with this requirement. This municipality is more advanced in this exercise than most, if not all, of the other jurisdictions in the County.

- Section 3.5.9 is a new section in the SCOP states that development may be approved in settlement areas in excess of what is needed to accommodate the forecasts in Table 1 (Schedule 7 of the Growth Plan) can proceed beyond the allocations provided for in Schedule 7. This section reflects the amendment to the Growth Plan enacted to provide more specific direction in Simcoe County. This policy has attracted a significant amount of controversy in terms of its impact on approvals in the Midhurst area, but it is now in effect. The policy does create a "window of opportunity" for municipalities to approve development in some circumstances which goes beyond their Growth Plan allocation; but it can only be done through a comprehensive planning exercise and be supported by a Growth Management Study which supports the additional development. Therefore, the Municipality could potentially receive approval to plan for a population of more than 17,000 in 2031, but it would have to determine if it has the appetite to consider additional development before initiating its Growth Management Study. The total additional allocation for all of Simcoe County is 20,000 people and the enabling Official Plan provisions would have to be adopted prior to January 19, 2017 and would be subject to County approval.
- In reviewing the map schedules, Schedule 5.1 appears to identify the settlement area boundaries correctly based on the settlement area boundaries within the Township of Severn Official Plan, along with the built boundaries for Coldwater and West Shore which are a reflection of the built boundaries in the Growth Plan.

### **Financial Impact**


There is no financial impact with respect to this issue.

Respectfully submitted,



Andrew Fyfe MA.  
Director of Planning & Development

WITH CONCURRENCE  
C.A.O.



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**REPORT**

**P15-022**

**TO:** Chair & Members  
Planning & Development Committee

**FROM:** Andrew Fyfe  
Director of Planning and Development

**DATE:** April 15, 2015

**RE:** Provincial Planning and Development Initiatives

**Recommendation**

THAT Planning Report No. P15-022 dated April 15, 2015 with respect to Provincial Planning and Development Initiatives be received;

AND FURTHER THAT, the minister be advised of the concerns of the Township of Severn regarding some of the proposed amendments to the *Planning Act* contained in Bill 73.

**Background**

The Province has been conducting consultations on potential amendments to a number of documents which affect planning and development in Ontario. This report is intended to provide an overview of those processes and potential amendments.

**Co-ordinated Land Use Planning Review**

This review is looking at four policy documents: *The Growth Plan for the Greater Golden Horseshoe*, *The Niagara Escarpment Plan*, *The Oak Ridges Moraine Conservation Plan* and *The Greenbelt Plan*. Only the first document applies to Severn Township.

The Province is at the initial stages of their review and are conducting "Town Hall" meetings. Staff attended the one held in Barrie on April 1<sup>st</sup>. At this stage there are no concrete proposals, the Province is just seeking input into what they should be looking at. The discussion at the Barrie meeting was fairly wide-ranging and general, with the exception of the status of the Midhurst Secondary Plan which drew a lot of comments. A number of concerns were also raised about the role of the Ontario Municipal Board. Ministry staff indicated that the functioning of the OMB was not part of the review, but would be the subject of a review process in the near future.

The next stage of the process will be the release of proposed amendments to the Plan which is anticipated in the later half of the year. Once concrete proposals are on the

table, staff will be in a better position to advise the Committee of the potential implications.

### Bill 73 – proposed Smart Growth for Our Communities Act

The government has announced proposed legislative amendments to the Development Charges Act, 1997 and the Planning Act. If enacted, the Bill would:

- Increase the potential amounts which could be collected to support the expansion of a transit system. This would have no impact on the Township at this time
- Municipalities would be able to recover capital costs associated with waste diversion. This could result in the addition to the Charges at the County level.
- The consideration of area-specific Charges will be mandatory. The Township already does this.
- Minor adjustments to how service levels are to be calculated. This may provide more “room” for collection, but the potential impact on Severn doesn’t appear to be large.
- Increased detail in reporting requirements and requirements for incorporation of new infrastructure into the existing asset management plan.
- More control over “other” charges such as Section 37 collections under the Planning Act for the granting of zoning bonuses. Some municipalities seek extra payments (sometimes categorized as “voluntary” payments) to expedite the construction of infrastructure or to fund items that are not eligible for Development Charges funding.
- Require the preparation of a “Parks Plan” in advance of completing an Official Plan update. Consultation with local school boards is required and the plan is to examine the need for additional parkland in the community.
- Timelines for notices and decisions will be refined
- “Global” appeals of an entire new Official Plan will not be permitted.
- Annual reports by the Treasurer on transactions through the Parkland Reserve will be required.
- Enable the use of alternate dispute resolution to resolve certain types of objections to planning approvals.
- Modifications to the “development permit system”. This system is used in limited circumstances in a small number of Ontario municipalities. Severn does not have the required Official Plan policies to implement such a system.
- If the approval authority concludes that a policy in a lower tier official Plan does not conform to an upper tier OP policy, it may refuse to approve the policy and that decision is non-appealable.
- New Official Plans cannot be amended for two years after their approval. Even applications for amendment are embargoed.
- Similarly, if a new zoning by-law is adopted, amendments cannot be considered for two years.

- For site-specific zoning by-law amendments, no applications for a minor variance may be made for two years after the adoption of the zoning by-law amendment without authorization by Council.

While most of the proposed changes to the *Planning Act* seem to represent minor “tweaking” of the planning process, the removal of the ability to appeal an upper-tier decision on Official Plan on conformity with upper-tier policies, does raise the spectre of a veto power being given to the upper-tier which if exercised leaves the lower-tier with no recourse.

The larger concern is the proposed prohibitions on the ability of Councils to consider amendments to new Official Plans and zoning by-laws and the additional limitations on minor variances. When a new OP or zoning by-law is adopted, it is not unusual as you work with the document to find errors and omissions which are addressed through a “house-keeping” amendment. The inability to correct these issues in a timely fashion could potentially cause a significant harm to an affected property owner. The inability to appropriately address this harm would appear to increase the potential liability of the municipality when it undertakes major planning exercises. Furthermore, no matter how well-considered and well-prepared a document may be, it is not always possible to anticipate events. Should an opportunity come forward which was not anticipated or there is a significant change in circumstances, municipalities will be unable to respond to otherwise appropriate proposals simply because a planning document is “too new”.

When an Official Plan or zoning by-law is appealed, the exact provision must be identified. Sometimes the solution is to amend a section of the document which was not appealed. As the OMB can only address what is specifically under appeal, the potential to resolve matters outside of a full Hearing will be diminished.

Finally, the addition of a requirement for Council approval of a proposed minor variance to a minor variance application prior to the submission of an application would significantly delay the consideration of a proposal by the body appointed to do so.

### **Financial Impact**

Many of the above will have little or no impact on the Municipality. The additional requirements for increased reporting will have some operational impacts. The requirement for a Parks Plan will add to the amount of background work required in support of an Official Plan update. The potential impact of restrictions on the ability to amend planning documents appears to increase the potential exposure of the Municipality to liability in its exercise of the planning function and it by diminishing the ability of the Municipality to respond to desirable proposals potentially weaken the tax base and the local economy.

Respectfully submitted,

Andrew Fyfe MA, Director of Planning & Development

2022-03-03 10:00 AM  
C.A.O.

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**From:** AMO Communications [<mailto:communicate@amo.on.ca>]  
**Sent:** March-27-15 5:07 PM  
**To:** Henry Sander  
**Subject:** AMO Policy Update - Ministry of Education Releases New Process for School Closures

March 27, 2015

## **Ministry of Education Releases New Process for School Closures**

The Ministry of Education has revised the Pupil Accommodation Review Guidelines (PARG) that governs the local School Board process to consider school closures. In addition, the Ministry has released a new Community and Planning and Partnerships Guideline (CPPG) which outlines how School Boards are to work with municipal governments and other community partners to fill underutilized space in schools.

The CPPG mandates that School Boards, prior to initiating a Pupil Accommodation Review, must reach out to municipalities and other community partners to obtain planning related information and to explore potential partnership opportunities for underutilized space. Only after completion of a capital planning process can a School Board initiate a review to consider whether a school should be consolidated or closed. This is a positive development.

There are a number of significant changes to the newly revised PARG including:

- a new obligation of School Boards to formally consult with municipal governments;
- a shift away from considering the impact of school closures to community well-being and the local economy toward a more exclusive focus on student achievement; and,
- a reduction in the minimum duration and number of public meetings required for the Pupil Accommodation Review process.

AMO raised many issues and provided practical suggestions about the guidelines before they were finalized by the Ministry, not all of which are reflected in the final version. It is positive to see a municipal role formally incorporated into the process through a new obligation of School Boards to notify and consult with municipalities. However, AMO is disappointed that School Boards will not be mandated to invite interested municipalities to sit as members on the Accommodation Review Committees (ARCs).

There are other significant concerns with the new guidelines. Of primary concern is a new shift away from considering the impact of school closures to community well-being and the local economy toward a more exclusive focus on student achievement. All the value considerations are valid and should be considered in a holistic manner. If not, there may be a disconnect between School Board decisions and local municipal planning priorities that seek to create strong communities and strong local economies. The municipal sector is also concerned that the new changes will serve to reduce public engagement in the Pupil Accommodation Review process rather than enhance it.

It is important to note that the new guidelines only set out minimum standards for School Boards to follow. The guidelines are flexible. Boards may choose to exceed the provincial standards if community voices express the need. Municipalities are encouraged to review the guidelines and make representations to School Board Trustees on what the local standards should be in their community.

On a related matter, AMO welcomes the recent appointment of Karen Pitre as the Premier's Special Advisor on Community Hubs. It is hoped that this appointment and creation of an advisory group will accelerate the development of a province-wide policy. An avenue with great potential are approaches that grow schools into community hubs by integrating local programs and services, such as libraries and community centres within existing school infrastructure, where it may be practical and cost efficient for municipal governments. Space may also be

well utilized by non-profit organizations. The community hub model is an opportunity that could work well in some parts of Ontario and may serve to avert unnecessary school closures in many cases.

Please see the Ministry of Education [website](#) to view the new guidelines.

Please see AMO's [letter](#) dated December 18th, 2014 providing feedback on the proposed guidelines.

**AMO Contact:** Michael Jacek, Senior Advisor, [mjacek@amo.on.ca](mailto:mjacek@amo.on.ca), 416.971.9856 ext. 329.

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**PLEASE NOTE:** AMO Breaking News will be broadcast to the member municipality's council, administrator, and clerk. Recipients of the AMO broadcasts are free to redistribute the AMO broadcasts to other municipal staff as required. We have decided to not add other staff to these broadcast lists in order to ensure accuracy and efficiency in the management of our various broadcast lists.

**DISCLAIMER:** Any documents attached are final versions. AMO assumes no responsibility for any discrepancies that may have been transmitted with this electronic version. The printed versions of the documents stand as the official record.

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P O Box 277

Washago, ON

LOK 2B0

[signature.stone@sympatico.ca](mailto:signature.stone@sympatico.ca)

April 16, 2015

Sharon R. Goerke

[sgoerke@townshipofsevern.com](mailto:sgoerke@townshipofsevern.com)

Re: 3152 Muskoka Street

**Dear Mayor, Council and Director of Planning and Development,**

We are writing to you to request a refund for fees paid to the Township of Severn. Solely due to the fact that we were misled and misinformed by Township staff we have spent a substantial amount of money on applications that evidently should never have been filed let alone, supported by the Township.

Right from the first meeting we had with the Township to enquire about the prospects for our land, we received support and obviously, false information. This false information and support was then presented by the Planning Department to the COA. The Committee of Adjustment made their decision from the information presented to them by Severn Township Planning Department employees. We were granted Consent to Sever with a condition attached (rezoning) that was not only unable to be fulfilled but also led to another application that never should have been filed.

Since all of this stems from what the Township has referred to as ``staff error``, we feel that we should be fully reimbursed for the amounts paid for both applications.

If you refer back to the COA Minutes of February 19, 2013, the support for the severance application is blatantly obvious,

- "Building/Septic Inspector: No objection, there is adequate area on both the severed and retained lots to construct a sewage system."
- "The proposed severance will be consistent with the PPS as the new lot creation will be within the Settlement Area of Washago."
- "This proposal is for the creation of a new lot through infill within the Settlement Designation and therefor satisfies the intent of this policy."

- **"The Planning Department has no major objections** to the approval of this application, subject to the conditions set out in appendix 4."
- "The Reasons for the Committee's Decision are that **the proposed consent is in keeping with the Townships Official Plan and Zoning By-Law**, is consistent with the 2005 Provincial Policy Statement, will provide for orderly development of the Township and does not fall under the exclusive consideration of Section 51 of the Act."

Also in email correspondence with Katie Mandeville(Feb 21, 2013), the support and lack of what could be seen as any issue at all regarding the rezoning is evident, "The current zoning didn't allow for 2 dwelling units so even if the severance was not granted you would have had to rezone to allow for what you had wanted anyway. **A rezoning application is \$2,000, however \$1,000 of which is a deposit in case of legal fees or other associated costs the township may incur with the application – to the best of my knowledge this \$1000 is typically refunded with a simple application as I anticipate yours would be.** As the rezoning of the 2 parcels will be very similar it would only be 1 application/1 fee."

We came into the Township in January of 2013 to have a meeting with the Planner so that we could find out our options with regards to our vacant land and seek the professional direction and guidance of the Township. We followed the advice with staff support, did our due diligence, and proceeded the way we were instructed. It is our belief that we would not be given erroneous information and that we could trust in the information we were given. Had Township staff not misled us by supporting the application and stating that it **was** in keeping with the Official Plan, we would not have proceeded any further.

We have been in contact with OMB Member, H. Jackson who along with Township Planner Andrew Fyfe, agrees that the information given to us was not fulsome. In recent correspondence, the OMB Member writes ``As indicated in the decision issued on November 27, 2014, **the Board agrees that the initial advice given to the Applicant was not fulsome with respect to servicing. The circumstances for this applicant are unfortunate and accordingly the Applicant should approach the municipality.** ``

We certainly do feel the situation was unfortunate and not only caused great financial loss but also unnecessary animosity with our neighbour from whom we purchased the land but also my elderly mother, who was hoping to have a house built next to us.

We ask the Township to please consider righting a huge wrong that was the cause of employee error and completely out of our control. This has cost us \$3000.00 in application fees and \$800.00 to hire the services of a Planner at the recommendation of Mr. Fyfe which was a complete waste of time and expense as Mr. Fyfe barely gave him or us the time of day, and would not entertain any suggestions put forth by the Planner(an Official Plan Amendment). We do not feel we should be held responsible for any legal fees incurred by the Township as it was all due to Township staff error in the first place and not the fault of us, the applicant.

We are agreeable to meeting with you to discuss this further and look forward to hearing from you soon. Thank you for your time,

Shane and Kirsty Spencer