A. CALL TO ORDER

B. PRAYER

C. DISCLOSURE OF PECUNIARY INTEREST & THE GENERAL NATURE THEREOF

D. ADOPTION OF COUNCIL MINUTES  Page #
   1 Regular Council Meeting of May 2, 2018  1-12

E. PUBLIC MEETING/HEARINGS
   "NIL"

F. PRESENTATIONS/DELEGATIONS  Page #
   1 Presentation of 2018 Senior of the Year Award - Larraine Garside  13-14

   2 Couchiching Cove Homeowners' Association re Installation of Sidewalks on Wood Avenue  15-36

   3 Larry Erwin re Building Permit - 2517 Norton Road  37-40

   4 Simcoe County District Health Unit re Taking Action of Food Insecurity - Roles for Municipalities  41-54

G. ACCOUNTS  Page #
   1 Accounts for the Month of May 2018  55-164

H. REPORTS FROM OFFICIALS (for information)
   "NIL"

I. REPORTS FROM OFFICIALS (for direction)  Page #
   1 Planning & Development
      1.1 Planning Report No. P18-018 re Site Plan Agreement - 3891 Darling Island Road (see Agenda Item No. O-14)  165-186

   2 Recreation & Facilities
      2.1 Recreation Report No. R18-025 re Pavilion & Park Use Rental Rates Revision  187-188
2.2 Recreation Report No. R18-026 re Correction to 2018-2019 School Board Prime Time Ice Rates 189-190
2.3 Recreation Report No. R18-027 re Trans Canada Trail Capital Improvement Program Funding - Trail Gates Project 191-192

3 Public Works  Page #
"NIL"

4 Fire & Emergency Services  Page #
"NIL"

5 Corporate Services  Page #
5.1 Corporate Services Report No. C18-018 re Update to Fees & Charges By-law (see Agenda Item Nos. O-7 - O-13) 193-194

6 Administration  Page #
"NIL"

J. CORRESPONDENCE (for information)  Page #
"NIL"

K. CORRESPONDENCE (for direction)  Page #
1 Coldwater Mill Heritage Foundation re Garbage Bin Location 195-196
2 Washago Canada Day Parade Planning Committee re July 1st Parade Invitation 197-200
3 Georgian Bay Chamber of Commerce re 5th Annual Golf Tournament 201-202
4 Debbie Miller re Speed Limit - Brick Pond Road 203-204

L. ADOPTION OF COMMITTEE REPORTS  Page #
1 Coldwater BIA - April 23, 2018 205-206
2 Municipal Accessibility Committee - April 26, 2018 207-208
3 Planning & Development Committee - May 16, 2018 209-256
4 Corporate Services Committee - May 23, 2018 257-266

M. MOTIONS

N. INQUIRIES FOR STAFF REPORTS

O. GENERAL BY-LAWS  Page #
1 By-law No. 2018-29, Being a By-law to Designate Certain Duties to the Clerk under the Municipal Elections Act 267-268
2 By-law No. 2018-30, Being a By-law Restricting the Weight of Vehicles Passing over Bridges

3 By-law No. 2018-31, Being a Zoning By-law to Regulate the Use of Land and the Character, Location and Use of Buildings or Structures on Certain Lands Described as Part Lot 11, Concession 11, former Township of Matchedash, now in the Township of Severn (2837 Hord Way)

4 By-law No. 2018-32, Being a Zoning By-law to Regulate the Use of Land and the Character, Location and Use of Buildings or Structures on Certain Lands Described as West Part Lot 2, Concession 2, former Township of North Orillia, now in the Township of Severn (4163 Wainman Line)

5 By-law No. 2018-33, Being a By-law to Authorize the Execution of a License Agreement between the Corporation of the Township of Severn and DDRC Incorporated (River Emporium) to Provide for Maintenance and Repair of the Wharf Located at Severn Falls (Severn Falls Dock)

6 By-law No. 2018-34, Being a By-law to Impose, Levy & Collect Taxes & Special Rates for the Year 2018

7 By-law No. 2018-35, Being a By-law to Impose Fees & Charges with Respect to the Provision of Recreation Services by the Corporation of the Township of Severn

8 By-law No. 2018-36, Being a By-law to Impose Fees & Charges with Respect to the Provision of Fire Prevention Services by the Corporation of the Township of Severn

9 By-law No. 2018-37, Being a By-law to Impose Fees & Charges with Respect to the Provision of Library Services by the Corporation of the Township of Severn

10 By-law No. 2018-38, Being a By-law to Impose Fees & Charges with Respect to the Provision of Administration Services by the Corporation of the Township of Severn

11 By-law No. 2018-39, Being a By-law to Impose Fees & Charges with Respect to the Provision of Public Works Services by the Corporation of the Township of Severn

12 By-law No. 2018-40, Being a By-law to Impose Fees & Charges with Respect to the Provision of Planning Services by the Corporation of the Township of Severn

13 By-law No. 2018-41, Being a By-law to Provide for the Administration of the Building Code Act within the Corporate Limits of the Township of Severn
14 By-law No. 2018-42, Being a Zoning By-law to Regulate the Use of Land and the Character, Location and Use of Buildings or Structures on Certain Lands Located on Lot 5, Plan 51M-1022, Geographic Township of Tay, now the Township of Severn (3891 Darling Island Road)

P. CONFIDENTIAL AGENDA

1 Reports from Officials

"NIL"

2 Correspondence

"NIL"

Q. CONFIRMING BY-LAW

1 By-law No. 2018-43, Being a By-law to Adopt the Proceedings of a Council Meeting Held on the 6th Day of June, 2018 and to Authorize Their Execution

R. ADJOURNMENT

Dates for Future Council Meetings

July Council Meeting Cancelled

Wednesday, August 8, 2018 - 7:00 p.m.

Wednesday, September 5, 2018 - 7:00 p.m.
MINUTES OF A REGULAR MEETING OF SEVERN TOWNSHIP COUNCIL HELD IN THE COUNCIL CHAMBERS AT THE ADMINISTRATION BUILDING, 1024 HURLWOOD LANE, WEDNESDAY, MAY 2, 2018 AT 7:00 P.M.

PRESENT:
Mayor
Mike Burkett
Deputy Mayor
Judith Cox
Councillors
Jane Dunlop
Mark Taylor
Donald Westcott
Ron Stevens
John Betsworth

STAFF:
Director of Public Works
Derek Burke
Director of Fire & Emergency Services
Tim Cranney (part of meeting)
Clerk
Sharon Goerke
Manager of Recreation Facilities
Pat Harwood
Deputy Fire Chief
Mark Hatch (part of meeting)
Director of Corporate Services
Andrew Plunkett
Chief Administrative Officer
W. Henry Sander
Director of Planning & Development
Andrea Woodrow

CALL TO ORDER
Mayor Burkett called the meeting to order.

PRAYER
Mayor Burkett opened the meeting with a prayer.
DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

Councillor Westcott with respect to Agenda Item D-1 his son owns property within the Purbrook Creek Drain.

Councillor Dunlop with respect to Agenda Item No. D-1 as she is a resident on Dunlop Drive.

ADOPTION OF COUNCIL MINUTES

Regular Council Minutes of a meeting held April 4, 2018.

*MOTION C050218-01:* Moved by Councillor Taylor and seconded by Councillor Betsworth that the minutes of a Regular Council Meeting held April 4, 2018 be adopted.

CARRIED

Special Council Meeting Minutes of a meeting held April 25, 2018.

*MOTION C050218-02:* Moved by Councillor Stevens and seconded by Deputy Mayor Cox that the Minutes of a Special Council Meeting held April 25, 2018 be adopted.

CARRIED

PUBLIC MEETINGS/HEARINGS

Public Meeting with respect to Various Applications for Cancellation, Reduction or Refund of Taxes under Section 357, 358 & 359 (see attached notes).

*MOTION C050218-03:* Moved by Deputy Mayor Cox and seconded by Councillor Stevens that Various Applications for Cancellation, Reduction or Refund of Taxes under Sections 357, 358 & 359 of the Municipal Act be approved in the amount of $2,866.01.

CARRIED
PRESENTATIONS/DEPUTATIONS

Pat Campbell of Orillia Soldiers' Memorial Hospital with respect to Future Project & Medium Hospital Challenges.

*MOTION C050218-04:* Moved by Deputy Mayor Cox and seconded by Councillor Stevens that a presentation of Orillia Soldiers Memorial Hospital with respect to Future Project & Medium Hospital Challenges be received as information.

CARRIED

ACCOUNTS

Accounts for the Month of April 2018.

*MOTION C050218-05:* Moved by Councillor Dunlop and seconded by Councillor Taylor that Accounts Payable Registers in the amount of $756,949.58 for the month of April 2018 be approved for payment.

CARRIED

REPORTS FROM OFFICIALS *(for information)*

- "NIL"

REPORTS FROM OFFICIALS *(for direction)*

Planning and Development

Planning Report No. P18-013, 05/01/2018, with respect to Site Plan Agreement - 8803 Highway No. 11 (Starbucks).

*MOTION C050218-06:* Moved by Councillor Stevens and seconded by Councillor Westcott that Planning Report No. P18-013, dated May 1, 2018, with respect to Site Plan Agreement – 8803 Highway 11 (Starbucks) be received;
AND FURTHER THAT once the conditions for execution have been met, the Township Clerk be authorized to execute on behalf of the Township, the Site Plan Agreement between the Township of Severn and the property owners Weber’s Capital Inc. and Thomas J. Rennie that is in substantial conformity with the draft Site Plan Agreement attached as Appendix 3 to this report.

CARRIED

Recreation and Facilities

Recreation Report No. R18-023, 04/26/18, with respect to RFP REC 2018-01b – Arena Roof & Gable Ends Results.

MOTION C050218-07: Moved by Councillor Dunlop and seconded by Councillor Betsworth that Recreation Report No. R18-023, dated April 26, 2018, with respect to RFP REC 2018-01b – Arena Roof & Gable Ends Results be received; AND FURTHER THAT the tender received from Danval Construction Company be accepted for the arena roof and gable ends; AND FURTHER THAT the extra financial requirements be drawn from the 2017 surplus.

CARRIED

Public Works


MOTION C050218-08: Moved by Councillor Stevens and seconded by Deputy Mayor Cox that Public Works Report No. W18-020, dated April 25, 2018, with respect to 2018 Public Works Tenders be received; (a) PW RFT 2018-012 – Fairgrounds Road Culvert Replacement & Uhthoff Line Culvert Repair be awarded to K.J. Excavating in the amount of $551,258.50, plus HST; (b) PW RFT 2018-013 – Road Resurfacing Phase 2 be awarded to Dufferin Construction Company in the amount of $132,798.00, plus HST; and
May 2, 2018

(c) **PW RFQ 2018-014** – Liquid Dust Suppressant be awarded to Da-Lee Group in the amount of $58,320.00, plus HST.

**CARRIED**

**Fire and Emergency Services**

Fire Report No. F18-008, dated April 20, 2018, with respect to Tenders – Replacement of Station No. 2.

**MOTION C050218-09:** Moved by Councillor Stevens and seconded by Deputy Mayor Cox that Fire Report No. F18-008, dated April 20, 2018, with respect to Tenders – Replacement of Station No. 2 be received;
AND FURTHER THAT the tender from K. Knight Construction be accepted in the amount of $2,260,554.00, plus HST, plus $57,662.50 plus HST for project oversite.

**CARRIED**

**Corporate Services**

- “NIL”

**Administration**

- “NIL”

**CORRESPONDENCE (for information)**

- “NIL”

**CORRESPONDENCE (for direction)**


**MOTION C050218-10:** Moved by Deputy Mayor Cox and seconded by Councillor Westcott that an invitation to attend the Simcoe County – Stronger Together Conference to be held May 10-11, 2018 be received as information.

**CARRIED**
Denise Near, 04/19/18, with respect to Speed Limit – Foxmead Road.

MOTION C050218-11: Moved by Deputy Mayor Cox and seconded by Councillor Stevens that a letter from Denise Near, dated April 19, 2018, with respect to the speed limit on Foxmead Road be received; AND FURTHER THAT Ms. Near be advised that the speed limit in this area has recently been reduced to 60 km/hour by Council.

CARRIED

Discussion with respect to Metal Banners for the Villages and Hamlets.

MOTION C050218-12: Moved by Deputy Mayor Cox and seconded by Member Westcott that the Metal Banners be approved as follows:
Coldwater – BIA Design
Washago – Train Design
Port Severn – Welcome Cabin
Severn Falls – Welcome Cabin
Marchmont – Mill Design
AND FURTHER THAT staff be directed to send out tenders for the approved designs.

CARRIED

ADOPTION OF COMMITTEE REPORTS

Minutes of the Coldwater BIA – March 26, 2018;
Minutes of the Planning & Development Committee – April 18, 2018;
Minutes of the Corporate Services Committee – April 25, 2018.

MOTION C050218-13: Moved by Councillor Taylor and seconded by Councillor Dunlop that the following Committee Reports be adopted:
(a) Coldwater BIA – March 26, 2018;
(b) Planning & Development Committee – April 18, 2018; and
(c) Corporate Services Committee – April 25, 2018.

CARRIED
MOTIONS

- "NIL"

INQUIRES FOR STAFF REPORTS

MOTION C050218-14: Moved by Councillor Stevens and seconded by Councillor Westcott that staff be directed to report on the status of the Westshore Recreation Facility.

CARRIED

GENERAL BY-LAWS

MOTION C050218-15: Moved by Councillor Stevens and seconded by Deputy Mayor Cox that By-law Nos. 2018-20 to 2018-27, inclusive, be and they are hereby read a first and second time.

CARRIED

By-law No. 2018-20, Being a By-law to Amend By-law No. 2017-28 (Regulate Traffic & Speed Limits on Highways)

By-law No. 2018-21, Being a By-law to Authorize the Execution of a Tax Arrears Extension Agreement (12530 County Road 16)

By-law No. 2018-22, Being a By-law to Authorize the Execution of a Tax Arrears Extension Agreement (12532 County Road 16)

By-law No. 2018-23, Being a By-law to Amend By-law No. 2015-06 (Appoint Members to the Board of Directors for the Coldwater Business Improvement Area)

By-law No. 2018-24, Being a By-law to Amend By-law No. 2015-107 (Impose Fees & Charges for the Provision of Services)

By-law No. 2018-25, Being a By-law to Amend By-law No. 2006-98 which Authorized the Closing and Sale of Part of Timberline Avenue, Registered Plan 1233, Geographic Township of North Orillia, now in the Township of Severn

By-law No. 2018-26, Being a Zoning By-law to Regulate the Use of Land and the Character, Location and Use of Buildings or Structures on Certain Lands located on Lot 4, Plan 51M-1033, Geographic Township of Tay, now in the Township of Severn (3870 Carling Island Road)
May 2, 2018

By-law No. 2018-26, Being a Zoning By-law to Regulate the Use of Land and the Character, Location and Use of Buildings or Structures on Certain Lands located on Part of Lot 4, Concession 9, Former Township of North Orillia, now in the Township of Severn (8803 Highway 11 North)

*MOTION C050218-16:* Moved by Deputy Mayor Cox and seconded by Councillor Westcott that By-law Nos. 2018-20 to 2018-27, inclusive, be and they are hereby read a third time and finally passed.

CARRIED

CONFIDENTIAL AGENDA

Reports from Officials
• “NIL”

Correspondence
• “NIL”

CONFIRMING BY-LAW

Motion with respect to first and second reading of By-law No. 2018-28.

*MOTION C050218-17:* Moved by Councillor Stevens and seconded by Councillor Westcott that By-law No. 2018-28 be and it is hereby read a first and second time.

CARRIED

By-law No. 2018-28, Being a By-law to Adopt the Proceedings of a Council Meeting Held on the 2nd day of May, 2018 and to Authorize Their Execution.

Motion with respect to third and final reading of By-law No. 2018-28.

*MOTION C050218-18:* Moved by Councillor Betsworth and seconded by Councillor Taylor that By-law No. 2018-28 be and it is hereby read a third time and finally passed.

CARRIED
ADJOURNMENT

Motion to adjourn.

MOTION C050218-19: Moved by Councillor Dunlop and seconded by Councillor Betsworth that this meeting be and it is hereby now adjourned.

CARRIED

CORPORATION OF THE TOWNSHIP OF SEVERN

______________________________
MAYOR

______________________________
CLERK

May 2, 2018
Public Meeting with respect to Various Applications for Cancellation, Reduction or Refund of Taxes under Sections 357, 358 & 359 of the Municipal Act.

The Mayor inquired if there were any persons in attendance who wished to comment or had questions on the Applications.

There was no response from the public.

The Mayor inquired if members of Council had any comments or questions on the Applications.

There were no inquiries from Council.
May 2, 2018

As there were not comments received, the Mayor closed the meeting at 7:05 p.m.

(See Resolution No. C050218-03)
THIS PAGE HAS BEEN LEFT BLANK INTENTIONALLY
SENIOR OF THE YEAR AWARD 2018
PRIX DE LA PERSONNE ÂGÉE DE L’ANNÉE

Presented to / Décerné à

Larraine Garside

by the Municipality of / par la municipalité de

Township of Severn

In recognition of your outstanding contributions to your community after age 65.
En reconnaissance de la contribution exceptionnelle apportée à votre collectivité après 65 ans.

The Honourable Dipika Damerla
Minister of Seniors Affairs

Her Honour the Honourable Elizabeth Dowdeswell
Lieutenant Governor of Ontario

Head of Council

L’honorable Dipika Damerla
Ministre des Affaires des personnes âgées

L’honorable Elizabeth Dowdeswell
Lieutenante-gouverneure de l’Ontario

Président (e) du conseil
On behalf of the Township of Severn, Council is very pleased to present Larraine Garside with the 2018 Ontario Senior of the Year Award. The following is a list of incredible contributions that this active senior provides to her community:

**Coldwater United Church**
- Dusts / vacuums / sweeps the Church
- Grass cutting
- Active in the United Church Womens’ Group
- Maintains outdoor sign with weekly updates
- Takes out weekly garbage
- Assists with fundraising dinners
- Active in summer Daily Vacation Bible School

**Refuge Family**
- Larraine would get up at 6:00 a.m. and walk 1 kilometre to prepare the refuge children to go to school. She would then walk with them to school. Quite often the youngest child did not want to attend school and she would carry the child.

**Coldwater Canadiana Museum**
- Oversees a large flower bed and would attend at 7:00 a.m. to work in the garden to beat the heat.
- Dresses in period costume to serve Devon Teas on Wednesday.
- Dresses in period costume to help at the Annual Heritage Day.
- Her favourite spot is in front of the kitchen sink during functions.

**Local Food Bank**
- Volunteers weekly at the local food bank.

**Canasta Club**
- Hosts a weekly Canasta Club on Tuesdays.

**Coldwater Lions Club**
- Services dinners twice a month for the Lions Club.

Congratulations Ms. Garside on all of the impressive contributions to your community!

Mike Burkett, Mayor
Dear Councilors of Severn Township

May 29, 2018

FROM: Couchiching Cove Homeowners Association (Wood Ave.)

Regarding: Sidewalk installation.

The staff of the Township of Severn has recommended that the installation of sidewalks happening our subdivision, likely this July. The overwhelming majority of the 26 homeowners are not in favour of this installation for reasons already submitted plus additional points to be presented at the June 6th council meeting. If it must happen there are several requests and concerned forthcoming.

Most believe that the sidewalk is completely unneeded. **There is no public transit to this area and all owners must drive to get to work.** These houses are expensive, meaning two people in each bungalow are driving separate cars to work. **Seven properties are duplexes which doubles those needs.** Wood Avenue is quite narrow and regularly has cars parked on both sides of the road. This plan is going to cut parking for bungalows on the affected side of the street by half, creating even more road parking.

While the sidewalk may have been in the official plan, were the 7 duplexes that were created? If not, then that changed the complexity and situation in this neighbourhood significantly. Township staff has not identified this a legitimate concern whereas the pictures clearly suggest otherwise.
No matter what, installation of a sidewalk is going to make things more difficult for everyone in the community because of the loss of at least 30 resident parking spots. **Township staff is on record saying the road and parking on Wood Avenue are fine. Clearly, especially during winter months, it is not fine. Again, why a sidewalk in a rural area, when in urban areas parking is not allowed overnight?** The direction of township staff seems to overlook this situation.

Further, **how does the township plan to address snow removal of this sidewalk during winter months?** If the intention is to become more urban then we expect township services to accompany these decisions.

Further, as noted in the accompanying power point presentation, there are significant drainage issues surrounding the newly fenced township park. Any sidewalk installed onto Couchiching Avenue would need to reflect improved drainage and grading and require installation of culverts. No mention of this is made by township staff.

At the very least, the sidewalk could be moved much closer to the road to allow better community functional integration. However, hydro vaults and a Canada Post box impede such a move. Moving these boxes towards the houses would allow the sidewalk to run right along the boulevard.

Brent Downer, 3932 Wood Ave.

Couchiching Cove Homeowners Association
Wood Avenue
Couchiching Cove Homeowners
Association

Presentation to council June 6th, 2018

RE: SIDEWALK INSTALLATION
Background

- The overwhelming majority of Couchiching Cove homeowners oppose the installation of a new sidewalk for reasons as outlined in further slides.
- Township staff has reviewed the previously presented petition and rationale.
- Requests and accommodations that were suggested, including one side of street parking, were dismissed.
- Concerns remain and the Couchiching Cove Homeowners Association feels that concerns can be addressed collaboratively, rather than imposed.
Township Staff

- Township staff has opinioned that traffic flow and street parking is fine but this road was designed for 26 residences not 33
- this has created significantly extra congestion with parked vehicles daily and overnight on Wood Avenue
Duplexes

*Duplex vehicles require regular use of the street for parking as they have only two spots for driveway parking.
*With parking on both sides of the road, it's quite difficult to enter and exit driveways. These are large, relatively expensive homes and most duplexes also have two people at least needing to drive out of the area, constantly, for employment and all other needs.
What it would look like
Considering the previous photograph........

- It is a picture of approximately what the dissection of lawns will look like for most homeowners in the association
- Note, room for only two vehicles.
- This street is completed serviced by public transit.
- This service is years away in our area.
- The road is also wider as then Wood Ave.
Potentially, 25 plus vehicles will be displaced, forced to road

- Given the fact that this sidewalk will dissect affected properties by up to 1/3 to ½ or more in their front yards and driveways, 25 plus vehicles will be force to the road.

- Again and most importantly, there is no public transit to this area. The township plan fails to recognize the high volume of vehicles parked in this neighbourhood as we are completely cut off to the entire area except by motor vehicle. There are no bike trails to Orillia.

- The sidewalk will only serve a minority of residents while negatively affecting the majority. The township has contributed to street congestion by allowing original builder to build duplexes on a street completely designed for single residences.
Rural Living

- A Sidewalk is not conducive with surrounding area. This would be a sidewalk to nowhere as it won’t be connected to a system for years. Infrastructure and public transit are needed before intensification.
Menoke Beach Road
High Density of parked cars on Wood Avenue

This is a picture that shows the potential for better traffic flow, one side parking.

Looking at the picture, it is apparent how narrow the road becomes with parking allowed on both sides.
Street planned for 26 bungalows but 7 duplexes mean 15 more vehicles that need space
Snow clearing not effective due to winter overnight parking

- Township has a policy of allowing overnight road parking and vehicles can be ticketed.
- The reality is that cars are regularly parked overnight during winter months, impeding snow removal and greatly increasing the danger to car drivers trying to navigate the restricted flow road.
SAFETY CONCERNS

• +parking on both sides of street means that children and all residents have restricted view
• +snowplows do not properly clear street due to overnight parking
• +fire trucks often would be prevented from full travel of entire avenue when cars parked on both sides of road
Neighbourhood drainage concerns

- Properties backing onto parkland are not draining properly

- Any sidewalk works require proper grading and culverts to properly flow surface water

- The park land drainage ditches are higher than the backing properties, clearly to the eye. This creates water pooling on residents properties and needs to be rectified.
Red Triangle: Ardtrea Park

This map shows 15 homes that are supposed to shed water through the park ditches.

As noted, the drainage ditches are not functioning as required and outlined in the official plan.
Drainage not happening due to elevation poor run off
Visual evidence of need for re working
Other questions

- Is the township planning on assuming responsibility for clearing of sidewalks during winter months? The city of Orillia has sidewalk clearing equipment to help clear urban areas.

- Is the township ready to implement and enforce parking on one side of Wood Avenue only in order to improve safety and access for drivers on Wood Avenue? If not, what steps will be taken to improve winter travel, specifically removing parked vehicles so snowplows can clean the roads safely and effectively.

- Where is the vegetative cover promised in the purchase agreements. Why is this not a priority for the township and its official plan?

- How and when will grading be fixed to properly drain surface water?
Conclusion

- Next Steps?

- Answers to questions presented?

- The addressing of the Couchiching Cove Association's concerns?

- Thank you for this opportunity to work together collaboratively and share some information.
In January 2018 I entered into an agreement to purchase 2517 Norton Rd, Township of Severn. On or about Feb. 1 I attended the Township office and spoke with Mr. Jim Oakley regarding my intentions for the property. He thought my proposal would require a minor variance and suggested I speak with Katie Mandeville regarding it.

I tried to reach Ms. Mandeville by telephone and email to arrange an appointment to meet without success. I left voice mail messages that were never replied to and tried 17 times in 1 day but my call was never answered. I spoke with Brad Oster but he was unable to answer my questions and said that I needed to speak with Ms. Mandeville. Ultimately I attended the Township office and asked to speak with her. She met with me at the reception counter and I tried to ask a question regarding my proposal. She told me to submit an application and they would review it. This was her final position.

I applied for a minor variance seeking relief to increase the floor area of the existing legally non-complying structure by 100% over the 40% permitted by the zoning by-law. In the staff report it was noted that the Township will apply the Growth Plan for the Greater Golden Horseshoe, particularly 4.2.4.5 regarding key hydrologic features. This requires a 30m setback from the waterway.

I was unaware of the GPGGH document; had it been brought to my attention prior to filing my application for a minor variance I would not have wasted the Committee’s time nor my money with the application. Upon learning of it I abandoned my application and re-designed my project to comply with the zoning by-law.

I submitted a building permit application for renovation and addition to an existing structure and was told it would need zoning approval first and would then be reviewed by the building department. I did not hear anything regarding my application and when I called to check on it I was told by Brad that they were waiting for me to proceed with the minor variance. I told him the project had been re-designed and I would not be proceeding with the variance.

About a week later I checked again and was again told they were waiting for my variance application to proceed. At this I spoke again with Mr. Oakley who suggested a meeting. The next day I attended a meeting at the township office with Mr. Oakley and Mr. Oster. At this meeting it was expressed that the planning department had concerns over the structural integrity of the existing structure. It was agreed that this concern was under the jurisdiction of the building department not the planning department. Brad said they required more drawing information regarding the renovation.

The next day I submitted the details requested by Brad at our meeting.

Again time passed with no communication regarding my application. I discussed it with my attorney and he suggested I speak with Andrea Woodrow. I emailed Mrs. Woodrow and a meeting was arranged for April 19. Present at this meeting were Mrs. Woodrow, Ms. Mandeville, Mr. Oakley and myself.

At this meeting we discussed my proposed renovation and addition regarding the requirements of the zoning by-law. Ms. Mandeville raised concerns about septic requirements. I told her the design was complete and had been submitted with the original variance application. She denied this but after my insistence that it had been prepared by a septic contractor and submitted by me it was in fact found to be in the file.
She also raised concerns about the structural integrity of the existing structure. Mr. Oakley requested an engineer’s review and opinion of the structure and my proposed alterations. The meeting was adjourned with the understanding that I would provide a letter of review from an engineer as well as a further building wall section detail.

On May 10 I submitted a letter from Wm. N. Thompson, P.Eng. Mr. Oakley was not in that day, May 11 I attended the township office and spoke with Mr. Oakley. He stated that the building department was now satisfied with the information provided and was prepared to issue my permit once approved by planning.

Subsequent to my discussion with Mr. Oakley I emailed Ms. Mandeville to enquire about the status of my application.

By noon Monday May 14 I had not received a response to my email so I sent an email to Andrea Woodrow to see if she could help me. I did not receive a response.

May 15 I telephoned and left a message for Mrs. Woodrow but did not receive a response.

May 16 I telephoned and again left a message for Mrs. Woodrow requesting an update either by telephone or email but again received no response.

May 17 I spoke with Mayor Burkett at his place of business and explained the trouble I was having with my application and with receiving information from the planning department. He said that he would be in the office the next day and would find out what was happening.

May 18 Mayor Burkett telephoned me and said that I would receive an email from Ms. Mandeville that day or the following Tuesday, Monday being a holiday. Said email was never received.

May 23 I attended the township office to complete the form to attend the upcoming Council meeting. After completing the form I spoke with Mayor Burkett and updated him on the situation. He told me he would get me an answer that day.

At the end of the day May 23 I received an email from Ms. Mandeville stating that the Township staff did not have time to prepare a letter to me that day but that I would receive it the next day.

May 24 I did receive an email from Brad Oster attaching a form stating my application as submitted was being denied.

May 25 I attended the township office and spoke with Mrs. Woodrow and Ms. Mandeville. At this meeting I was informed that the Township was requesting a survey of the property with very specific information requirements. I had by chance previously arranged for a survey and the crew was in fact attending my site that day. I spoke with the survey company and told him of the Township requirements to show both the flood fringe and floodway on the survey. He was unclear what those were so I spoke with Mrs. Woodrow regarding these requirements. After considerable discussion it was determined that the Township is unable to provide any information regarding the flood requirements, that they rely on MNR mapping and that the surveyor is required to obtain and interpret this information from a third party. I am unclear as to why this survey was not requested previously.

At the May 25 meeting I was told that the planning department is reviewing my application as a new build rather than as an alteration because of an incorrect note on the plan which refers to “proposed
new SFD". The application is for a permit for alterations, the drawing details indicate a renovation and addition and all conversations are based on alterations to existing.

I do not understand why the planning department is taking the position it is and attempting to prevent the proposed improvements to this property. I have re-designed the project to comply with the zoning bylaw:

Under the bylaw I am able to obtain a permit to construct an improved foundation beneath the building

Under the bylaw I am able to obtain a permit to alter openings and install new windows and doors

Under the bylaw I am able to obtain a permit to remove the existing pitched roof and construct a new flat roof on the building

Under the bylaw I am able to obtain a permit to remove the interior partitions and wood floor assembly

Under the bylaw I am able to obtain a permit to increase the building area by 40%

Under the bylaw I am able to obtain a permit to construct an addition outside of the area of encroachment.

I want to raise the existing grade and structure to an elevation above the flood elevation provided by the Township. I am not permitted to increase the building height so I am proposing to remove the existing sloped roof and construct a new flat roof on the 60% of the structure that will remain 1 storey. In so doing I can raise the grade of the property without increasing the overall height of the building, or the footprint or the volume.

" 3.19.2 (b) Nothing in this By-law shall prevent the strengthening or restoration to a safe condition of any building or structure or part thereof lawfully used on the date of passing of this By-law, provided that the strengthening or restoration does not increase the building height, size or volume."

Raising the building above the flood elevation is an undeniably safer condition than being below it.

The planning department has stated that they think this is too extensive to be considered an alteration but are unable to indicate where that is defined in the by-law. A building permit was recently issued to a property within the Township for nearly identical work.

Attch email re: refusal

Letter from Wm. N. Thompson
THIS PAGE HAS BEEN LEFT BLANK INTENTIONALLY
ATTACHMENT TO TOWNSHIP OF SEVERN DEPUTATION REQUEST FORM

Council Meeting Date Requested: Wednesday, June 6, 2018

Person Requesting the Deputation: Susan Reese, RN, Public Health Nurse

Contact Details:
- Email: susan.reese@smdhu.org
- Phone (B): 705-721-7520 ext. 7023   Phone (H): N/A   Phone (Cell): N/A
- Mailing Address: Simcoe Muskoka District Health Unit, 2-5 Pineridge Gate, Gravenhurst, ON P1P 1Z3

Details of Deputation:

Deputation key points: The deputation titled “Taking Action on Food Insecurity. Roles for Municipalities.” will provide an overview of the issue of food insecurity, its implications for municipalities and what local governments, including the Township of Severn, are currently doing that can have a positive impact. The deputation then proposes additional roles for consideration.

More deputation details:
Household food insecurity is defined as inadequate or insecure access to food due to financial constraints: in other words, not having enough money to buy food. It is a significant problem in Simcoe Muskoka, affecting about 1 in 8 households. That works out to be approximately 70,000 people – equal to the populations of Orillia, Collingwood and Huntsville combined. Household food insecurity has a serious impact on physical, mental and social health for children, adolescents and adults. It is also is linked to increased use of health services and higher health care costs.

Household food insecurity is not a food problem – it is an income problem rooted in poverty. Policy change and other strategies that increase the incomes of people vulnerable to food insecurity are needed to ensure that everyone has sufficient income to feed themselves and their families. We are asking members of Council to consider taking action including advocacy for provincial policies such as social assistance rates that match the true cost of living and continuation of the Ontario Basic Income Pilot; monitoring poverty at the municipal level and taking findings into account in planning decisions; continuing to support affordable housing, economic development and other policy initiatives with the potential to increase the disposable incomes of residents vulnerable to food insecurity.

The Simcoe Muskoka District Health Unit welcomes the prospect of providing opportunities for Council and Committee members as well as Township staff to learn more about food insecurity through seminars, workshops, orientation sessions, information packages or other means that best meet the needs of the municipality. For further information, contact Susan Reese at 705-721-7520 x7023.
Taking Action on Food Insecurity: Roles for Municipalities

Presentation to Township of Severn
Susan Reese
Simcoe Muskoka District Health Unit
June 6, 2018
Insecure or inadequate access to food due to financial constraints

Requires income responses

What is household food insecurity?
1 in 8

Is food insecurity a problem in Simcoe Muskoka?
Food insecurity takes a toll on health

**Children**
- More risk of asthma, depression

**Youth**
- Social anxiety, suicide, depression

**Adults**
- Higher rates of diabetes, high blood pressure, heart disease, depression
Impacts health care use & costs

- The more food insecure ...
  - the greater the use of health services
  - health care costs also higher

- Food insecurity
  - a strong predictor of high cost health care use
Reduces demand on health services and costs
Creates more equitable communities

Reduces social isolation
Improves community connectedness

Supports learning, building human potential
Supports economic development

Reducing food insecurity benefits municipal governments and communities
It takes more than food to solve hunger
Poverty is the root cause
Income solutions are needed
Support quality jobs
Support entrepreneurship
Support coalition-building
Affordable housing
Living wage

Municipalities are already taking actions that help
Our ask: Consider an advocacy role

- Advocate for provincial policies that mean more money for food, such as ....
  - Social assistance rates that match real living costs, indexed to inflation
  - Keeping Ontario’s Basic Income Pilot a priority
  - Creating policies that encourage good jobs with regular hours and benefits
Consider decisions that mean more income for people struggling with food insecurity....

- Take poverty into consideration in local planning
- Support for affordable housing
- Support for a living wage
- Create climate for entrepreneurship
- Attract employers that provide higher paying jobs
- Leadership / support for community coalition-building to address food insecurity
Learn more about food insecurity
and what can be done about it …..

How can we help?

One more thing …

Susan Reese, RN, Public Health Nurse,
Chronic Disease Prevention - Healthy Lifestyle Program
t: 705-721-7520 or 1-877-721-7520 x: 7023
e: susan.reese@smdhu.org
Food insecurity video

Final food for thought
THIS PAGE HAS BEEN LEFT BLANK INTENTIONALLY
### CHEQUE REGISTERS FOR MAY 2018

<table>
<thead>
<tr>
<th>Cheque #'s</th>
<th>To</th>
<th>Cheque Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-May</td>
<td>1144</td>
<td>$937.90</td>
</tr>
<tr>
<td>1-May</td>
<td>1939</td>
<td>$300,954.75</td>
</tr>
<tr>
<td>2-May</td>
<td>1961</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>9-May</td>
<td>1962</td>
<td>$44,675.56</td>
</tr>
<tr>
<td>16-May</td>
<td>1990</td>
<td>$122,488.19</td>
</tr>
<tr>
<td>17-May</td>
<td>2027</td>
<td>$2044</td>
</tr>
<tr>
<td>23-May</td>
<td>2028</td>
<td>$81,278.55</td>
</tr>
<tr>
<td>30-May</td>
<td>2045</td>
<td>$488,253.95</td>
</tr>
</tbody>
</table>

Total cheque registers: $1,040,293.96

### Void cheques

Total void cheques: $0.00

**TOTAL RESOLUTION** $1,040,293.96

The total list of accounts is available at no cost upon request from the Treasury Department. Contact Lianne MacGibbon at Imacgibbon@townshipofsevern.com

(705) 325-2315 - Ext. 226
REPORT  

TO: Mayor and Members  
Severn Township Council

FROM: Andrea Woodrow, Director of Planning and Development

DATE: May 30, 2018

RE: Site Plan Agreement  
3891 Darling Island Road

Recommendation

THAT Planning Report No. P18-018 dated May 30, 2018 with respect to a Site Plan Agreement for 3891 Darling Island Road be received;

AND FURTHER THAT the Township Clerk be authorized to execute on behalf of the Township, the Site Plan Agreement between The Corporation of the Township of Severn and the property owner Bruce Miyashita for 3891 Darling Island Road that is in substantial conformity with the draft Site Plan Agreement attached as Appendix 4 to Planning Report No. P18-018;

AND FURTHER THAT a By-law to remove the Holding Symbol from the property be presented to Council for their consideration at the June 6, 2018 Council Meeting.

Background

The subject property is Lot 5 on Plan 51M-1033, Geographic Township of Tay, and is known municipally as 3891 Darling Island Road (Appendix 1). The vacant property is approximately 0.87 hectares (2.15 acres) in size with frontage on Gloucester Pool and vehicular access is via a private condominium road (Darling Island Road). The lands are zoned Shoreline Residential Three Exception Twenty Holding Thirteen (SR3-20-H13).

The subject lot was created by way of a Plan of Subdivision, which included the creation of at total of seven (7) residential lots, two blocks for docking/parking/boat storage, a commercial block for a marina operation with associated residence, an open space block and three blocks for the common element condominium road. The Subdivision/Condominium Agreement was executed by the Township in April of 2012, the Plan of Subdivision 51M-1033 was registered on August 27, 2014 (Appendix 2), and the Simcoe Common Elements Condominium Plan 409 was registered on April 30, 2015 (Appendix 3).
The Subdivision/Condominium Agreement requires that prior to the issuance of a Building Permit for each individual lot, Site Plan Approval shall be completed to address each of the following:

- the proposed location of the house and any other structures on the subject lot or block;
- existing and proposed grades of the disturbed areas of the lot or block after buildings and drainage works have been completed;
- the location of building envelopes and areas where vegetation is to be preserved in accordance with the Approved Plans;
- the location of, and specifications for, any shoreline or in-water improvements, which shall be subject to the prior written approval of Trent-Severn Waterway; and
- the proposed location of plantings of host plants for the Monarch Butterfly, including Milkweed, at the edge of the principal clearing on the lot or block.

The draft Site Plan Agreement and associated draft Plans are included as Appendix 4 and address all of the above-noted requirements, with the exception of approval from the Trent Severn Waterway. The SR3-20 zoning of the property specifically prohibits shoreline works including the construction of any boathouses, boatports or docks on this lot.

A Draft By-law to remove the Holding Symbol from the property, effective on the date the Site Plan Agreement is executed by the Township, is included in Appendix 5.

Financial Impact

There is no financial impact to the Township as any associated costs will be paid by the property owner. Securities and deposits have already been provided and will be retained to ensure compliance with the Site Plan Agreement.

Strategic Plan Impact

- Service Excellence

Respectfully submitted,

Andrea Woodrow, MCIP, RPP
Director of Planning and Development

In concurrence,

Director of Corporate Services

Chief Administrative Officer
Appendix 1 – Location Map
Appendix 2 – Plan of Subdivision 51M-1033
Appendix 3 – Simcoe Common Elements Condominium Plan 409
Appendix 4 – Draft Site Plan Agreement and Associated Draft Plans
Appendix 5 – Draft Removal of Holding By-law
GLOUCESTER POOL
OF THE
SEVERN RIVER

PLAN OF SUBDIVISION
OF PART OR UNITY IN THE LOCAL
GEOGRAPHIC TOWNSHIP OF TAY
COUNTY OF SIMCOE

OWNER'S CERTIFICATE

DEARDEN AND STANTON LTD.

APENDIX 2 - PLAN OF SUBDIVISION SIM-1033
Appendix 4 – Draft Site Plan Agreement and Plans

DRAFT Site Plan Control Agreement

THIS AGREEMENT made this day of , 2018.

BETWEEN:

BRUCE YUKIO MIYASHITA
(hereinafter called the “Owner”)

-and-

THE CORPORATION OF THE TOWNSHIP OF SEVERN
(hereinafter called the “Municipality”)

WHEREAS the Owner is the owner of the land described in Schedule “A” hereto (the “Lands”) municipally known as 3891 Darling Island Road, Township of Severn;

AND WHEREAS a Subdivision Agreement was registered on April 17, 2012 (Instrument No. SC974917) affecting the Lands pursuant to Section 51 of the Planning Act R.S.O. 1990, c.P.13;

AND WHEREAS as a requirement of the Subdivision Agreement, the Owner is required to enter into an Site Plan Agreement with the Municipality prior to the issuance of a Building Permit;

AND WHEREAS the Municipality has approved the drawing submitted by the Owner which are subject to certain conditions, including the entering into of an agreement with respect to the provision of facilities, works or matters as permitted by subs. 41(7) of the Planning Act, R.S.O. 1990, c. P.13;

AND WHEREAS subs. 41(10) of the Planning Act permits the registration of this Agreement against the lands to which it applies;

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT in consideration of the mutual covenants hereinafter expressed and other good and valuable consideration (the receipt of which is hereby acknowledged), the Parties hereto agree one with the other as follows:

1. Construction in Accordance with Plans and Drawings
The Owner covenants and agrees to develop the Lands and to construct and build such buildings or structures in compliance with the plans and drawings set out in Schedule "B" of this Agreement (the "Approved Plans"), copies of which are available for inspection at the Municipal Offices of the Township of Severn during regular business hours.

2. Conditions
The Owner covenants and agrees to satisfy each of the conditions set out in Schedule “C” to this Agreement

3. Reliance Upon Representations
The Owner acknowledges that:
   a. They have made representations to the Municipality that they will maintain the subject lands in accordance with the Approved Plans and will not alter the development on the lands unless such alterations accord with the Approved Plans; and
   b. the Municipality has entered into this Agreement in reliance upon these representations.

4. Internal Works
4.1 Development in Accordance with Approved Plans – The Owner will construct and maintain at their expense all internal site services/works on the subject lands as shown in the Approved Plans in accordance with all applicable federal, provincial and municipal standards, specifications and/or regulations.

4.2 Maintenance – The Owner agrees that there shall be no further development of the lands except in accordance with the Approved Plan(s), the Approved Studies and the Municipality’s site plan control by-law, the site plan approval and this agreement.

4.3 Applicability of Other Municipal By-laws – The Owner acknowledges that notwithstanding the issuance of site plan approval, any alteration of the shoreline including the conduct of any work in furtherance of this agreement shall be conducted in accordance with any federal/provincial laws or municipal by-law affecting or regulating the shoreline area.

4.4 Building Permit – The Owner shall ensure that all construction activities shall not commence until Permits are issued by the Chief Building Official where applicable.

5. Fees and Charges
5.1 The Owner covenants and agrees to pay to the Municipality the fees and charges set out in Schedule “D” to this Agreement.

5.2 Every provision of this Agreement by which the Owner is obligated in any way shall be deemed to include the words “at the expense of the Owner” unless the context otherwise requires.
6. Security
6.1 In order to guarantee compliance with all conditions contained herein, the Owner covenants and agrees to file with the Municipality prior to or upon execution of this Agreement, a total deposit amount of $2,000.00. The Owner covenants and agrees that the said deposit shall be kept in full by the Township until such time as the Municipality returns the deposits. In the event that the expenses of the Municipality exceed the amount of the cash deposits and security set out in Schedule “D”, the Owner shall pay such excess charges within 30 days after demand by the Municipality. All overdue accounts shall bear interest at the rate of 12% per annum.

6.2 The Owner hereby acknowledges and agrees that should there be a deficiency in or failure to carry out any work or matter required by any clause of this Agreement, and the Owner fails to comply, within thirty (30) days written notice, with a direction to carry out such work or matter, the Municipality may draw on the deposit to the extent necessary and enter onto the subject lands and complete all outstanding works or matters, and pay all costs and expenses incurred thereby from the proceeds so drawn.

6.3 The deposit shall be held by the Municipality as security in accordance with this Agreement, provided that no interest shall be payable on any such deposit, and any remaining amount of such deposit shall be refunded upon the satisfaction by the Owner of all obligations under this Agreement.

7. Insurance
7.1 The Owner shall lodge with the Municipality, prior to the issuance of a building permit and any work on municipal property, an insurance certificate with an Insurance Company satisfactory to the Municipality, (the approval of which shall not be unreasonably withheld or delayed), and insuring for the joint benefit of the Owner and the Municipality, against any liability that may arise out of the construction or installation of any work to be performed pursuant to this Agreement and for a period of one year after completion of this Agreement.

7.2 Such policy shall carry limits of liability in the amount to be specified by the Municipality, but in no event shall it be less than $2,000,000.00 inclusive comprehensive general liability and such policy shall:

a. contain a cross-liability clause;
b. contain a product/completed operation coverage;
c. not have an exclusion pertaining to blasting, provided that any blasting required to be done shall be done by an independent contractor duly qualified to do such work;
d. include “The Corporation of the Township of Severn” as a named insured; and
e. contain a provision that the insurance company agrees to notify the Municipality 15 days prior to any cancellation or expiry of the said insurance policy.

7.3 The Owner shall, from time to time as required by the Municipality, provide confirmation that all premiums on such policy or policies of insurance have been paid, and that the insurance is in full force and effect.
7. The issuance of such a policy of insurance shall not be construed as relieving the Owner from responsibility for other or larger claims, if any, and for which it may be held responsible.

8. Notices
Any notice required to be given by either party to the other shall be mailed, delivered or sent by facsimile transmission to:

(a) the Owner at:
   112 George Street, Suite 107
   Toronto, ON
   M5A 2M5

(b) the Municipality at:
   Clerk, Township of Severn
   P.O. Box 159, 1024 Hurlwood Lane
   Orillia, Ontario
   L3V 6J3

or such other address of which the parties have notified the other in writing, and any such notice mailed, delivered or sent by facsimile transmission shall be deemed good and sufficient notice under the terms of this Agreement.

9. Attached Schedules
It is agreed that everything included in this Agreement and the Schedules attached hereto, together will all engineering drawings, material and undertakings filed by the Owner and accepted by the Municipality shall be included in and form part of this Agreement.

10. Indemnification from Liability and Release
10.1 The Owner covenants and agrees with the Municipality, on behalf of themselves, their successors and assigns, to indemnify and save harmless the Municipality from any and all actions, suits, claims and demands whatsoever which may arise either directly or indirectly by reason of any work performed by the Owner or on their behalf in connection with the carrying out of the provisions of this Agreement.

10.2 The Owner further covenant and agree to release and forever discharge the Municipality, its officers, employees and agents from and against all claims, demands, causes of actions, of every nature and type whatsoever that may arise either as a result of the failure of the Municipality to carry out any of its obligations under this Agreement, or, as a result of the Municipality performing any municipal work on the said lands or the adjacent properties which may damage or interfere with the works of the Owner, or, as a result of the Municipality entering upon the said lands for the purpose of correcting any default of the Owner, provided that any personal injury or property damage was not caused intentionally or through negligence on the part of the Municipality, its servants, agents or subcontractors.
11. Registration of Agreement and Postponement of Mortgage/Charge
The Owner hereby consents to the registration of this Agreement, together with any schedules hereto, upon the title to the Lands. The Owner agrees to pay to the Municipality the cost of registration of this Agreement, as well as any further costs incurred by the Municipality as a result of the registration of any other documents pertaining to this Agreement. The Owner agrees to obtain and register a postponement of any and all mortgage/charge(s) registered in priority to this site plan agreement.

12. Termination of Agreement
If the development proposed by this Agreement is not commenced within six (6) months from the date of the execution of this Agreement, the Municipality may, at its sole option and on sixty (60) days notice to the Owner, declare this Agreement null and void and of no further force or effect and the Owner shall not be entitled to any refund of fees, levies or other charges paid by the Owner pursuant to this Agreement.

13. Timing
13.1 The parties hereto agree that time shall be of the essence in this Agreement.

13.2 The Owner agrees to commence the works within six (6) months of the date of this agreement and to complete all items within two (2) years. Extensions can be made in writing to the Director of Planning and Development. The Director can grant extensions for reasonable cause.

14. Enforcement
The Owner acknowledges that the Municipality, in addition to any other remedy it may have at law, shall also be entitled to enforce this Agreement in accordance with s. 446 of the Municipal Act, 2001.

15. Successors and Assigns and Joint and Several
This Agreement and everything herein contained shall enure to the benefit of and be binding upon the parties hereto and their heirs, executors, administrators, successors and assigns, and that all covenants and liabilities and obligations on the part of the Owner shall be joint and several.

16. Estoppel of Owner
The Owner agrees not to call into question directly or indirectly in any proceeding whatsoever, in law or in equity, or before any administrative tribunal, the right of the Municipality to enter into this Agreement and to enforce each and every term, covenant and condition herein contained and this Agreement may be pleaded as an estoppel against the Owner in any such proceedings.

17. Interpretation
It is hereby agreed that in construing this Agreement, the word "Owner" and the personal pronoun "he" or "his" relating thereto and used therewith, shall be read and construed as "Owners" and "his", "hers", "its" or "their" respectively as the number and gender of the party or parties referred to in each case requires and the number of the
verb agreeing therewith shall be so construed as agreeing with the said word or
pronoun so substituted.

IN WITNESS WHEREOF the parties hereto have executed this Agreement on the
following dates:

By the Corporation of the Township of Severn on the _____ day of
, 2018.

THE CORPORATION OF THE
TOWNSHIP OF SEVERN (Municipality)

Per: ____________________________
    Sharon R. Goerke, Clerk

"I have authority to bind the corporation"

By the Owner on the _____ day of____________________, 2018.

BRUCE YUKIO MIYASHITA (Owner)

Per: ____________________________
    Bruce Yukio Miyahsita
Schedule “A”

THE LANDS

Legal Description:
PIN ____________ (LT) being Lot 5, Plan 51M1033 together with....

Municipal Address:
3891 Darling Island Road
Schedule “B”

APPROVED PLANS AND DRAWINGS

The Owner covenants and agrees to construct all buildings, structures, works, services and facilities required under this Agreement in accordance with the below-referenced municipally-approved plans and drawings:

SITE PLAN
Identified by Dwg. No. A. 100
Prepared by: Bone Structure
Dated: 2018/05/29

WATERFRONT ELEVATION PLAN
Identified by Dwg. Nos. A. 200
Prepared by: Bone Structure
Dated: 2018/05/30

LOT DEVELOPMENT PLAN
Identified by Dwg. No. ________
Prepared by: C.C. Tatham & Associates Ltd.
Dated: ________ Revision No. ____ (_______)

SILT FENCING
OPSD 219.110
Schedule “C”
CONDITIONS OF SITE PLAN APPROVAL

The Owner covenants and agrees as follows:

1. That the Building Permit application shall be accompanied by written confirmation and/or photographs confirming that the silt fencing has been installed in accordance with the Approved Plans and Drawings prior to the commencement of any vegetation removal, site grading or excavation;

2. That backyard lighting will be low intensity with focused Lights;

3. To ensure the protection of nesting migratory birds, there is a restriction of tree removal outside of April 1st to August 1st or the screening for nesting birds has occurred by a qualified biologist in writing;

4. To ensure that the stockpiling of materials (soils) is limited to 60 days to avoid attracting nesting wildlife; and,

5. To ensure that the existing vegetation to remain as identified on the Approved Plans and Drawings is protected and preserved.

The owner acknowledges and agrees as follows:

1. That the lot in question does not front on an improved public road;

2. That the Township does not, or is not, required to maintain or snowplough the said road or street;

3. That the Township will not take over or assume a private road or street as a Township public road or street unless it has been built according to an appropriate road standard;

4. That the Township is not liable for any injuries, losses or damages as a consequence of the Township issuing a Building Permit.
SCHEDULE “D”
FINANCIAL PAYMENTS

The following cash deposits/security are estimates only and are to be paid to the Municipality prior to the execution of this Agreement by the Municipality, except where otherwise noted. In the event that the actual costs incurred by the Municipality exceed the deposits, such excess shall be invoiced to the Owner and be due and payable 30 days after demand:

1. Legal/Consulting Deposit (received with application) $1,000.00 (PAID)
2. Landscaping Deposit to ensure development is undertaken in accordance with approved Plan(s)
   (received with application) $1,000.00 (PAID)
3. Site Plan Agreement Fee $2,000.00

TOTAL PAYABLE ON EXECUTION OF AGREEMENT: $2,000.00
Appendix 5 - Draft Removal of Holding By-law

THE CORPORATION OF THE TOWNSHIP OF SEVERN

BY-LAW NO. 2018-XX

BEING A ZONING BY-LAW TO REGULATE THE USE OF LAND AND THE CHARACTER, LOCATION AND USE OF BUILDINGS OR STRUCTURES ON CERTAIN LANDS LOCATED ON LOT 5, PLAN 51M-1033, GEOGRAPHIC TOWNSHIP OF TAY, NOW THE TOWNSHIP OF SEVERN (3891 Darling Island Road)

WHEREAS the matters hereinafter set out comply with the Official Plan in effect for the Township of Severn;

AND WHEREAS the Council of the Corporation of the Township of Severn deems it advisable to amend the provisions of Zoning By-law No. 2010-65 of the Township of Severn, as otherwise amended, as they apply to those lands described as Lot 5, Plan 51M-1033, Geographic Township of Tay, now in the Township of Severn, known municipally as 3891 Darling Island Road;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SEVERN HEREBY ENACTS AS FOLLOWS:

1. THAT Schedule "B-1" of Zoning By-law No. 2010-65 of the Township of Severn is hereby amended by changing the Zone Classification on certain lands described as Lot 5, Plan 51M-1033, Geographic Township of Tay, from the Shoreline Residential Three Exception Twenty Holding Thirteen (SR3-20-H13) Zone to the Shoreline Residential Three Exception Twenty (SR3-20) Zone in accordance with Schedule "1" attached hereto and forming part of this By-law.

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

4. THAT this By-law, and the removal of the Holding Thirteen (H13) Symbol, shall be effective on the date upon which the applicable Site Plan Agreement is executed by the Corporation of the Township of Severn.
By-law read a first and second time this 6th day of June, 2018.

By-law read a third time and finally passed this 6th day of June, 2018.

CORPORATION OF THE TOWNSHIP OF SEVERN

MAYOR

CLERK
Lands to be rezoned from the Shoreline Residential Three Exception Twenty Holding Thirteen (SR3-20-H13) Zone to the Shoreline Residential Three Exception Twenty (SR3-20) Zone.

This is Schedule "1" to By-law 2018-XX passed the 6th day of June, 2018.

MAYOR

CLERK
THIS PAGE HAS BEEN LEFT BLANK INTENTIONALLY
REPORT

TO: Mayor & Members
    Severn Township Council
FROM: Pat Harwood, Manager of Recreation & Facilities
DATE: May 28, 2018
RE: Pavilion and Park Use Rental Rates Revision

Recommendation

THAT Report No. R18-025, dated May 28, 2018, with respect to Pavilion and Park Use Rental Rates Revision be received;
AND FURTHER THAT the rates be retroactive to April 1, 2018.

Background
The Township continues to review rental rates for the use and operation of facilities.

Pavilions
The present rental rate is for Reservations at $20.00/4 hours minimum plus HST.

Staff are recommending that the Reservation rate be changed to:
Non-Profit Rate: $10.00 per hour plus HST
Business Rate: $15.00 per hour plus HST

These rates are the lowest rates for the use of the Community Hall in the arena as a comparator. Staff also compared the rates in a recent survey conducted in late 2017. The rates per hour ranged from $10.00 - $13.50 per hour plus HST for Non-Profit users, and $30.00 per hour plus HST for Commercial users.

The current Special Event rate for a pavilion is $30.00 per day plus HST.

Staff are recommending that the Special Event rate be changed to the same rate as the proposed Reservation rate above. Comparable rates ranged from $60.00 per day plus HST for Non-Profit to $180.00 per day plus HST for Commercial.

Therefore there would only be one category for pavilion rentals – Reservations. There would be two rates – Non-Profit and Business.
The Coldwater and Washago pavilions are the busiest for rentals. Coldwater, Washago and Timberline all have hydro. The pavilions are now being used by businesses who are charging individuals in return. Staff are still required to manage the cleanliness, garbage and hydro requests.

**Park Use Fees**

The current Park Use Fees for Small Scale are:

Small Scale – use of area within park $50.00 per day plus HST

Staff are recommending that the Small Scale Park Use Fee be changed to:

- **Non-Profit Rate:** $10.00 per hour plus HST
- **Business Rate:** $15.00 per hour plus HST

Again the rationale is that the spaces are being used by business owners who are charging individuals in return.

All rates are regardless of whether there are Special Occasion Permits involved.

**Financial Impact**

There is no impact to the current operating budget.

**Strategic Plan Impact**

- Fiscal Responsibility

Respectfully submitted,

Pat Harwood, Manager of Recreation & Facilities

In concurrence

Director of Public Works

Director of Corporate Services

Chief Administrative Officer
### REPORT

**R18-026**

<table>
<thead>
<tr>
<th>TO:</th>
<th>Mayor &amp; Members</th>
</tr>
</thead>
<tbody>
<tr>
<td>FROM:</td>
<td>Pat Harwood, Manager of Recreation &amp; Facilities</td>
</tr>
<tr>
<td>DATE:</td>
<td>May 15, 2018</td>
</tr>
<tr>
<td>RE:</td>
<td>Correction to 2018-2019 School Board Prime Time Ice Rate</td>
</tr>
</tbody>
</table>

**Recommendation**

THAT Report No. R18-026, dated May 15, 2018, with respect to Correction to 2018-2019 School Board Prime Time Ice Rate be received;
AND FURTHER THAT the Clerk be directed to make the correction to the Impose Fees and Charge for Provision of Services By-Law.

**Background**

In Report R18-020 Additional Recreation Rate an error was made to the new Prime Time School Board rate. The prime time rate for the School Board should be $79.40 per hour plus HST and not $48.34 per hour plus HST.

**Financial Impact**

There is no financial impact with this report.

**Strategic Plan Impact**

- Fiscal Responsibility
Respectfully submitted,

Pat Harwood, Manager of Recreation & Facilities

In concurrence

Director of Public Works

Director of Corporate Services

Chief Administrative Officer
REPORT

R18-027

TO: Mayor & Members
Severn Township Council

FROM: Pat Harwood, Manager of Recreation & Facilities

DATE: May 28, 2018

RE: Trans Canada Trail Capital Improvement Program Funding – Trail Gates Project

Recommendation

THAT Report No. R18-027, dated May 28, 2018, with respect to Trans Canada Trail Capital Improvement Program Funding – Trail Gates Project be received;
AND FURTHER THAT the Mayor and Clerk be authorized to enter into agreement with Trans Canada Trail (TCT) – Capital Improvement Program;
AND FURTHER THAT the proposal received by Western Mechanical for RFP REC 2017-03 Uhthoff Trail Gates be awarded in the amount of $131,097.42 plus HST;
AND FURTHER THAT should the Township not receive the full $30,000.00 from the County of Simcoe’s Trails Connecting Communities Program, that the remaining funds be taken from the Parkland Reserve.

Background

Recreation Report R17-023, dated March 13, 2017 with respect to Request for Proposal REC 2017-03 Uhthoff Trail Gates was presented at the Corporates Services Committee in March 2017 and a motion was carried rejecting all proposals at that time.

The project was included in the 2018 Capital Budget with funding for the trail gates for the Uhthoff Trail being a partnership with Trans Canada Trail (TCT) – Capital Improvement Program, the County of Simcoe – Trails Connecting Communities Program and the Township of Severn. Both the TCT and the Township of Severn are ready to proceed with the trail gate project. The County of Simcoe is late in making the announcement on trail grants in 2018. The announcement is expected in late June.

As part of the TCT requirements, funding had to be confirmed for the project before they would send paperwork for an agreement. The due date is June 1, 2018; however, staff received an extension from TCT after explaining the circumstances. At this time, it is unknown whether the Township will receive the full $30,000 from the County of Simcoe,
which represents their 50% of the funding formula for the Trails Connecting Communities Program.

In order to ensure project success, staff recommend that the project be advanced and that an agreement be entered into with TCT for the $45,885.00 funding. This project is budgeted for completion in 2018 and sufficient time is required to manufacture and install before the end of construction season.

**Financial Impact**

The financial implication of this project is estimated to be $131,097.42 as per the proposal received for the manufacturing and installation of the trail gates. The following is the break down of the financing of this project:

<table>
<thead>
<tr>
<th></th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018 TCCP Grant</td>
<td>$30,000.00</td>
</tr>
<tr>
<td>TCT - CIP</td>
<td>$45,885.00</td>
</tr>
<tr>
<td>Township</td>
<td>$34,115.00</td>
</tr>
<tr>
<td>Total</td>
<td>$140,000.00</td>
</tr>
</tbody>
</table>

There is potential that the Township may not receive the entire $30,000.00 contribution from the County of Simcoe for the 2018 TCCP Grant. There is also potential that due to the late award of the project, that the gates will not be make it into the manufacturing queue.

**Strategic Plan Impact**

- Fiscal Responsibility

Respectfully submitted,

Pat Harwood, Manager of Recreation & Facilities

In concurrence

Director of Public Works

Director of Corporate Services

Chief Administrative Officer
TO: Mayor & Members
   Severn Township Council
FROM: Andrew Plunkett
       Director of Corporate Services/Treasurer
DATE: May 28, 2018
RE: Update to Fees By-law

Recommendation

THAT Corporate Services Report No. C18-018, dated May 28, 2018, regarding the update
to Fees By-law be received;
AND FURTHER THAT the Fee changes as outlined in this report be approved, effective
immediately.

Background

During budget deliberations there was discussion for our fees for services with respect to
various municipal applications to be cost recoverable in an attempt to ensure revenue
neutrality and to avoid any adverse impact on the municipal tax levy from these
applications.

Treasury has reviewed several of our larger fee for services with Planning Department staff
to ensure we are revenue neutral, staff compared estimates of staff costs, Council costs
and administrative costs incurred for these services against the current fees being charged.

After reviewing the current fees and comparing the staff time investment and all
administrative costs, staff are recommending the following changes: See Chart on the next
page.

Further, staff has reviewed the fees By-laws for various housekeeping items including HST
applicability on various fees as well as the removal of fees for services no longer provided
and the new By-laws have been amended accordingly.
### Fee Type

<table>
<thead>
<tr>
<th>Fee Type</th>
<th>Current Fee</th>
<th>Proposed Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Committee of Adjustment</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Consent Application</td>
<td>$1,000</td>
<td>$1,500</td>
</tr>
<tr>
<td>Minor Variance Application</td>
<td>$750</td>
<td>$1,000</td>
</tr>
<tr>
<td>Committee of Adjustment Agreement (Name changed from Consent Agreement)</td>
<td>$1,000</td>
<td>$1,000</td>
</tr>
<tr>
<td>Planning and Development</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Zoning By-law Amendment</td>
<td>$3,000</td>
<td>$3,000</td>
</tr>
<tr>
<td>Official Plan Amendment</td>
<td>$4,000</td>
<td>$5,000</td>
</tr>
<tr>
<td>Draft Plan of Subdivision (Step 1)</td>
<td>$5,000</td>
<td>$11,500</td>
</tr>
<tr>
<td>Draft Plan of Subdivision - each Resubmission</td>
<td>$-</td>
<td>$3,000</td>
</tr>
<tr>
<td>Subdivision Agreement (Step 2) per each Phase</td>
<td>$3,000</td>
<td>$4,500</td>
</tr>
<tr>
<td>Minor Residential Site Plan Agreement (2 units or less)</td>
<td>$5,000</td>
<td>$1,500</td>
</tr>
<tr>
<td>Major Residential/Commercial/Industrial/Institutional Site Plan Agreement</td>
<td>$5,000</td>
<td>$5,000</td>
</tr>
<tr>
<td>Site Plan Agreement - Additional Submissions (3rd and subsequent) Each</td>
<td>$-</td>
<td>$500</td>
</tr>
<tr>
<td>Lot Grading Plan Deposit (minimum) (Non-refundable portion)</td>
<td>$1,500</td>
<td>$1,500</td>
</tr>
</tbody>
</table>

### Financial

The immediate impact of these fee amendments is not known at present as the provision of these services vary considerably from year to year, however, staff believe, the aggregate of these fees updates should eliminate the impact these services have had annually on the municipal tax levy. These fees will be reviewed regularly to ensure revenue neutrality continues.

### Strategic Plan Impact

Fiscal Responsibility
Respectfully submitted,

Andrew Plunkett
Director of Corporate Services/Treasurer

Chief Administrative Officer
COLDWATER MILL HERITAGE FOUNDATION
1 MILL STREET, P.O. BOX 747
COLDWATER, ON L0K 1E0

Severn Township
1024 Hurlwood Lane,
P.O. Box 159,
Orillia, ON
L3V 6J3

May 1, 2018

Dear Council Members,

Our new addition to the Coldwater Mill, with our barrier-free access and public washrooms, will be ready for the 2018 season and we are very excited about the new service we will be providing to our community. The Coldwater Mill has become the hub of all our community events such as the Duck Race, Steampunk, Farmers’ Markets, free Monday Night music concerts, childrens' programs, weddings etc.

There is, however, one problem that is becoming increasingly troublesome – a garbage dumpster! The onsite Bistro rents a dumpster for the restaurant, which ends up being in the middle of all our events during the summer. It has to be accessible to the trucks for dumping so we can’t move it to the back or anywhere else other than where it is, just off the pavement in the parking lot. To access and use the yard, visitors have to walk past it, which isn’t a pleasant experience in the heat of the summer. The Coldwater Mill Heritage Foundation relies on the revenue from the restaurant rent in order to maintain the building and keep the doors open to the community.

The Board has discussed this issue at length without coming up with a viable solution. I noticed the Township dumpsters in the parking lot of the Community Centre. We ask for your consideration of allowing the Mill to relocate our dumpster beside the two others at the Community Centre. That would allow us to provide a more sanitary and pleasant environment for our community events in the yard. Our tenant keeps the dumpster locked and we have not had any problems with illegal dumping around it.

We ask for your support of our request.

Please mark your calendars for our Grand Opening of the addition on Sunday, June 24, 2018 from 1-3. We had to push the celebration into June because of the Provincial Election.

Sincerely,

Ewen Robinson – Chair of the Coldwater Mill Heritage Foundation
Cc Pat Harwood

CORPORATE SERVICES COMMITTEE
MAY 23 2018
Motion No. 15
THIS PAGE HAS BEEN LEFT BLANK INTENTIONALLY
ATTENTION: Mayor and Council

Dear Mayor Burkett and Council:

On behalf of the Washago Canada Day Parade Planning Committee, please accept this letter as our invitation to you to attend and/or participate in our upcoming Sunday, July 1st, 2016 Washago Canada Day Parade.

Parade Start: 2:00 p.m.
Staging Arrival Time: 1:15 p.m.
Start Location: St. Francis of Assisi Church Parking Lot – Muskoka Street, Washago

*Please note that this year we will not have opening speeches by dignitaries prior to the Parade start due to the logistics and timing of the Parade.

Enclosed is the Parade poster, for your information and sharing.

Thank you for your time and we look forward to having you as part of our July 1st Canada Day celebrations!

Yours very truly

Cathy Westcott
On behalf of the Washago Canada Day Parade Committee
(705) 689-3594
please join us for the 2018

Washago Canada Day Parade

Sunday, July 1st at 2 pm

Kid's Bike Decorating Contest!

Cash prizes to be awarded at the Washago Community Centre prior to the start of the parade.

Canada Day cake to be served at the Washago Community Centre following the parade.

We ask that parade participants be at the staging area in front of St. Francis of Assisi Church - 3315 Muskoka Street - by 1:15 pm.

Prizes awarded for 1st, 2nd, and 3rd place floats!

Floats and walking participants must fill out a registration form available at:

- Township of Severn website www.townshipofsevern.com
- Washago Community Centre

For more information, contact washagoparade@gmail.com
WASHAGO CANADA DAY PARADE

ENTRY FORM

Participants should be at the St. Francis of Assisi Church on Muskoka Street by 1:15 pm on Sunday, July 1st to check in with the Parade Marshall. The parade will begin at 2 pm.

*** For safety reasons, no items can be thrown from moving vehicles ***
Walking participants are welcome to distribute items to spectators along the route.

To help us in our planning, please complete the information below and deliver your Entry Form and Waiver of Liability to the Washago Community Centre, Hamilton Street, Washago, or email to wccc@rogers.com

Company/Group Name: ____________________________________________

Contact Name: ___________________________ Phone: ( ) ___
Email: ____________________________________________

Approximate number of participants: ____________
Will your entry have music? ____________
Will there be animals or livestock in your entry? _______________________
Approximate length of float: ____________

Please Check:
   _____ I authorize any photographs taken the day of the parade for use in local newspapers and/or the Washago Community Centre website

***Please note that there is NO FEE for entering a float in the parade***
5th ANNUAL GEORGIAN BAY GENERAL HOSPITAL
golf tournament

Date
August 14, 2018
Tee-Off Time
11 a.m.
Four-person Scramble

Wendat Objective:
To raise funds for the Lorna Tomlinson residence for seniors in Penetanguishene.

Dinner
Grill-Your-Own
Triple A Angus Steaks on Bonaire's Club House Patio

GBGH Objective:
To raise funds to renovate patient rooms at the hospital in Midland.

Cost:
$140 / person
This price includes a round of golf, cart, lunch, and BBQ dinner.
$40 for dinner only.

Sponsorship:
All levels of sponsorship needed: Title, Platinum, Gold, Silver, Carts, Holes and more.

Location
Beautiful Bonaire Golf Course Coldwater

Please support this important and worthwhile community cause in any way you can.

Contact: golf4gbh@gmail.com or The Chamber of Commerce at 705-756-4863

THIS POSTER DESIGNED BY PROUD SPONSOR 3 DOG NORTH DESIGN
THIS PAGE HAS BEEN LEFT BLANK INTENTIONALLY
Hi Jane,

I was wondering if you would be able to help me out or direct me to the person I need to speak with?
I have concerns about the drivers speeding along our street. Brickpond Rd. use to have many seniors living on this street, however now there are many children living in our neighbourhood. I am fearful of the speed that people drive on this street, with little to no concern for pedestrians.
There are no sidewalks as you know, so we are all walking on the road and traffic has no respect for anyone walking! The driving habits of people in this area have changed tremendously.
There are 2 children at play signs at Donna Athrons and at Mr. Campbells house plus there is a children’s at play sign right in front of our house.
What would be your suggestions to help reduce the speed in this area?
John and I have talked and wondered if speed bumps would be of any benefit and wondered if it was possible to put up a speed radar sign to help people in this area realize the speed they are really going.
Any suggestions would be greatly appreciated. I do not want to see anyone hurt.
Thanks for your help.
Have a great weekend.
Debbie Miller
705-686-3867
mbrickpond@amtelecom.net
THIS PAGE HAS BEEN LEFT BLANK INTENTIONALLY
MINUTES OF A MEETING OF THE COLDWATER BIA BOARD OF DIRECTORS
HELD AT THE SEVERN TOWNSHIP PUBLIC LIBRARY, COLDWATER BRANCH
31 COLDWATER RD, COLDWATER, ONT. ON MONDAY, APRIL 23, 2018 AT 6pm

PRESENT:  Chair
           Frank Brazda
           Members
           Pam Martin
           Heather Mallard
           Jane Dunlop
           Stephanie Kennedy

CALL TO ORDER

Chair Frank Brazda called the meeting to order.

DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF:

- Nil

APPROVAL OF MINUTES:

Minutes from the last meeting approved.

NEW BUSINESS:

MOTION 04-23-001 Moved by Heather Mallard and seconded by Pam Martin that the
BIA pay from G-131-103-3156:
   1. Stephanie Kennedy $117.99 for Easter Candy for Easter Extravaganza

  - CARRIED

MOTION 04-23-002 Moved by Heather Mallard and seconded by Pam Martin that the
BIA pay from G131-103-3810:
   1. EGO's $1 457.70 for the 2017 flowers and plants from 2017
      budget as per invoice # 132865

  -CARRIED

MOTION 04-23-003 Moved by Jane Dunlop and seconded Stephanie Kennedy that the
BIA pay the following bills from Advertising G-131-103-3230

  1. Tay Township Report $56.50 for advertising
  2. Talk of the Town News $60.00 for advertising
MOTION 04-23-004  Moved by Heather Mallard and seconded by Pam Martin that the meeting be adjourned. Next meeting is scheduled for May 28, 2018 at 6 p.m.

-CARRIED
MINUTES OF A MEETING OF THE MUNICIPAL ACCESSIBILITY COMMITTEE HELD AT THE ADMINISTRATION BUILDING, 1024 HURLWOOD LANE, MONDAY, APRIL 26, 2018 AT 10:30 A.M.

PRESENT:

Chair
Mayor Mike Burkett

Member
Dave Russell

STAFF:

HR/OH&S Officer
Michelle Prophet Healy

Manager of Recreation
Patricia Harwood

CALL TO ORDER

Mike Burkett, Chair, called the meeting to order.

DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

- "NIL"

DELEGATIONS

- "NIL"

REPORTS FROM OFFICIALS (for information)


MOTION MAC04262018-01: Moved by Member Harwood and seconded by Member Russell that the following items of correspondence be received as information:

(a) Municipal Conflict of Interest Act Report, dated February 9, 2018; and

(b) Code of Conduct – Elected Officials and Local Boards and Appointment of Integrity Commissioner, dated April 17, 2018.

CARRIED

REPORTS FROM OFFICIALS (for direction)

- "NIL"

CORRESPONDENCE (for information)

- "NIL"
CORRESPONDENCE (for direction)

Starbucks - Accessibility Review of Construction Drawings.

**MOTION MAC04262018-02:** Moved by Member Russell and seconded by Member Harwood that the Plans for the Starbucks Pre-Construction Drawings and Site Plan be received; AND FURTHER THAT the Committee requests the following information detailing the following items:

(a) Accessible Parking Plan
(b) Connection of New Ramp to the Existing Building
(c) Details of Emergency Pull Station
(d) Accessible Way Finding Signs;

AND FURTHER THAT THE owner consider the installation of a tilting mirror in the universal washroom, a spring release Henkle Hook, instead of the coat hook proposed, lower counter height in the ordering area for those who are in wheelchairs and/or scooters; textiles for those with low vision, as well as seating are in the dining room for those in wheelchairs and/or scooters; AND FURTHER THAT these recommendations be forwarded to the applicant.

CARRIED

ADJOURNMENT – 11:15 A.M.

Motion to adjourn.

**MOTION MAC04262018-03:** Moved by Member Russell and seconded by Chair Burkett that this meeting be and it is hereby now adjourned.

CARRIED

Mike Burkett
Chair

Michelle Prophet Healy
Secretary
MINUTES OF THE MEETING OF THE PLANNING & DEVELOPMENT COMMITTEE
HELD IN THE ADMINISTRATION OFFICE, 1024 HURLWOOD LANE, WEDNESDAY,
MAY 16, 2018 AT 7:00 P.M.

PRESENT: Chair
Mark Taylor

Members
John Betsworth
Mike Burkett
Judith Cox
Jane Dunlop
Donald Westcott

ABSENT: Member
Ron Stevens

STAFF: Clerk
Sharon Goerke

Chief Administrative Officer
Henry Sander

Director of Planning
Andrea Woodrow

& Development

CALL TO ORDER

Chair Taylor called the meeting to order.

DISCLOSURE OF PECUNIARY INTEREST & THE GENERAL NATURE THEREOF
• “NIL”

PUBLIC MEETINGS

Public Meeting with respect to a Proposed Zoning By-law Amendment for 6651 Upper
Big Chute Road (see attached notes).

MOTION P051618-01: Moved by Member Westcott and seconded by Member Cox
that an Application for a Zoning By-law Amendment for 6551
Upper Big Chute Road be deferred pending receipt of
additional information from staff.

CARRIED

Public Meeting with respect to a Proposed Zoning By-law Amendment for 2837 Hord
Way (see attached notes).

MOTION P051618-02: Moved by Member Cox and seconded by Member Westcott
that an Application for a Zoning By-law Amendment for 2837
Hord Way be approved;
AND FURTHER THAT the Clerk be directed to prepare a Draft By-law for consideration of Council.

CARRIED

Public Meeting with respect to a Proposed Zoning By-law Amendment for 4163 Wainman Line (see attached notes).

MOTION P051618-03: Moved by Member Betsworth and seconded by Member Cox that an Application for a Zoning By-law Amendment for 4163 Wainman Line be approved;
AND FURTHER THAT the Clerk be directed to prepare a Draft By-law for consideration of Council.

CARRIED

DELEGATIONS
• "NIL"

REPORTS FROM OFFICIALS (for information)

Building Report for the Month of April 2018.

By-law Enforcement Report for the Month of April 2018.


Planning Report No. P18-014, 05/08/18, with respect to an Application for a Proposed Zoning By-law Amendment – 6651 Upper Big Chute Road.

Planning Report No. P18-015, 05/09/18, with respect to an Application for a Proposed Zoning By-law Amendment – 2837 Hord Way.


MOTION P051618-04: Moved by Member Dunlop and seconded by Member Burkett that the following Reports from Officials be received as information:
(a) Building Report for the month of April 2018;
(b) By-law Enforcement Report for the month of April 2018;
(c) SPCA Report for the month of April 2018;
(d) Planning Report No. P18-014, 05/08/18, with respect to a Proposed Zoning By-law Amendment – 6651 Upper Big Chute Road;
(e) Planning Report No. P18-015, 05/09/18, with respect to a Proposed Zoning By-law Amendment – 2837 Hord Way; and
(f) Planning Report No. P18-016, 05/06/18, with respect to a Proposed Zoning By-law Amendment – 4163 Wainman Line.

CARRIED

REPORTS FROM OFFICIALS (for direction)
- “NIL”

CORRESPONDENCE (for information)

Correspondence with respect to a Proposed Zoning By-law Amendment for 6651 Upper Big Chute Road:
   (a) CN Rail, 05/01/18
   (b) Enbridge Gas, 05/03/18
   (c) Severn Sound Environmental Association, 05/02/18
   (d) Simcoe County District School Board, 05/08/18
   (e) Director of Fire & Emergency Services, 05/04/18
   (f) Parks Canada.

Correspondence with respect to a Proposed Zoning By-law Amendment for 2837 Hord Way:
   (a) CN Rail, 05/01/18
   (b) Enbridge Gas, 05/03/18
   (c) Severn Sound Environmental Association, 05/02/18
   (d) Simcoe County District School Board, 05/08/18
   (e) Town of Gravenhurst, 04/27/18
   (f) Director of Fire & Emergency Services, 05/04/18

Correspondence with respect to a Proposed Zoning By-law Amendment for 4163 Wainman Line.
   (a) CN Rail, 05/01/18
   (b) Enbridge Gas, 05/03/18
   (c) Severn Sound Environmental Association, 05/02/18
   (d) Simcoe County District School Board, 05/08/18
   (e) Director of Fire & Emergency Services, 05/04/18

Friends of Simcoe Forest, 05/01/18, with respect to Natural Heritage – County Forest Tracts.
MOTION P051618-05: Moved by Member Westcott and seconded by Member Betsworth that the following correspondence be received as information:
(a) Various correspondence with respect to a Proposed Zoning By-law Amendment for 6551 Upper Big Chute Road;
(b) Various correspondence with respect to a Proposed Zoning By-law Amendment for 2837 Hord Way;
(c) Various correspondence with respect to a Proposed Zoning By-law Amendment for 4163 Wainman Line; and
(d) Friends of Simcoe Forests, 05/01/18, with respect to Natural Heritage – County Forest Tracts.

CARRIED

CORRESPONDENCE (for direction)


MOTION P051618-06: Moved by Member Burkett and seconded by Member Dunlop that members of Council be authorized to attend Ontario’s Lake Country 17th Annual General Meeting to be held May 31, 2018.

CARRIED

County of Simcoe, 04/24/18, with respect to Housing our Future – Our Community 10-Year Affordable Housing & Homelessness Prevention Strategy.

MOTION P051618-07: Moved by Member Burkett and seconded by Member Betsworth that a letter from the County of Simcoe, dated April 24, 2018, with respect to Housing Our Future – Our Community 10-Year Affordable Housing & Homelessness Prevention Strategy be received; AND FURTHER THAT the County of Simcoe be advised that this municipality chooses Option #2 with respect to this matter.

CARRIED

Dufferin Construction Company, 04/25/18, with respect to Extension of Hours of Operation.
MOTION P051618-08: Moved by Member Cox and seconded by Member Dunlop that as requested in a letter from Dufferin Construction Company, dated April 25, 2018, an extension of hours of operation from May 22, 2018 to November 15, 2018 be approved, provided that the applicant advises all property owners within the immediate area;
AND FURTHER THAT Division Road is not approved as the designated haul route.

CARRIED

Ministry of Seniors Affairs, 05/18, with respect to Nominations for the Ontario Senior Achievement Award.

MOTION P051618-09: Moved by Member Westcott and seconded by Member Cox that as requested by the Minister of Senior Affairs in a letter, dated May 2018, Glenys Hepinstall be nominated for the Ontario Senior Achievement Award on behalf of the Township of Severn.

CARRIED

Discussion re 2018 Road Tour Date.

MOTION P051618-10: Moved by Member Betsworth and seconded by Member Burkett that an Annual Road Tour be reconsidered for the new Council in 2019.

CARRIED

CONFIDENTIAL AGENDA

Reports from Officials
• “NIL”

Correspondence
• “NIL”

ADJOURNMENT

Motion to adjourn.
MOTION P051618-11: Moved by Member Westcott and seconded by Member Cox that this meeting be and it is hereby now adjourned.

CARRIED

Adjourned – 7:45 p.m.

Mark Taylor
Chair

Sharon R. Goerke
Clerk
Chair Taylor advised those in attendance that there are three public meetings called this evening in accordance with the Planning Act with respect to development within the municipality.

The Chair advised that the purpose of public meetings are to inform and provide the public with an opportunity to ask questions or express views with respect to development proposals. In accordance with By-law No. 2007-153, members of the Planning & Development Committee are here to observe and listen to comments. The Chair advised that no formal decision will be given on this proposal at this time. If this proposal proceeds, a formal public meeting will be held in the future and formal notice will be given to the circulation area.

The Chair advised that the format of the public meetings will be as follows:
1. Township staff will generally explain the purpose and details of the application;
2. Next, the applicant will present any further relevant information;
3. Next, the public will be permitted to ask questions and express views on the proposal and then the public portion of the meeting will be closed; and
4. Next, members of the Committee will be given the opportunity to ask questions for clarification on the proposal.
The Chair advised that at the conclusion of the meeting Township staff will be given the opportunity to respond to the questions and comments received. If individuals wish further notification of this application, please record your name, address and telephone number on the appropriate list located at the rear of the Council Chambers.

PUBLIC MEETING NO. 1

The Chair requested staff to explain the intent and purpose of a Proposed Zoning By-law Amendment for 6651 Upper Big Chute Road.

The Director of Planning advised those in attendance that the purpose and effect of the proposed Zoning By-law Amendment Application is to rezone the subject property from the Shoreline Residential Three (SR3) Zone to the site specific Shoreline Residential Exception (SR3-X) Zone to add the following special provisions:

- That notwithstanding section 3.2.4, an accessory structure (boathouse) be permitted on the subject lands prior to the erection of a principal building; and
- To permit a maximum boathouse width of 9.8 metres.

The Director of Planning advised that comments have now been received from Parks Canada with respect to the installation of a boathouse on the waterway and the applicant’s Planning Consultant will be requesting that this application be deferred at this time in order to contact Parks Canada and ensure that their concerns have been met.

The following correspondence has been received with respect to this development:

Planning Report No. P18-014, 05/08/18

Background

County Official Plan: Rural
Township Official Plan: Shoreline Residential
Township Zoning: Shoreline Residential Three (SR3)
Legal Description: Part Lot 27, Concession 5, Matchedash, Parts 6 to 10, 17, and 18; Registered Plan 51R-34904.
Municipal Address: 6651 Upper Big Chute Road (Appendix 1).

The subject lands are irregular in shape and have approximately 62 metres (203 feet) of frontage on the Severn River, a depth of approximately 160 metres (525 feet) and an area of approximately 1.05 hectare (2.6 acres). The lands are currently vacant and heavily
treed. The surrounding land uses include residential to the west and vacant parcels in all other directions, with the exception of the Severn River to the north, as shown in the County of Simcoe Air Imagery (2016) included as Appendix 2. The lands are further described as Parts 6 to 10, 17, and 18 on 51R-34904 (Appendix 3) and are known municipally as 6651 Upper Big Chute Road.

The applicant is seeking a Zoning By-law Amendment to rezone the subject lands from the Shoreline Residential Three (SR3) Zone to the site-specific Shoreline Residential Three Exception Twenty-Three (SR3-23) Zone to add the following special provisions:

- That notwithstanding Section 3.2.4, an accessory structure (boathouse) be permitted on the subject lands prior to the erection of a principal building; and
- To permit a maximum boathouse width of 9.8 metres.

Planning and Development staff visited the property prior to the writing of this report. A discussion of the various planning documents that have bearing on this application is as follows:

**Provincial Policy Statement, 2014 (the “PPS”)**
The subject lands are located outside of a Settlement Area and as such, they would be classified as being within a Rural Area under the PPS. Rural Areas include a system of lands that can include rural Settlement Areas, Rural Lands, Prime Agricultural Areas, Natural Heritage Features and Areas, and Resource areas.

Although the PPS places an emphasis on Settlement Areas to be the focus for growth, Section 1.1.5. provides some flexibility to permit growth and development on Rural Lands for certain uses. Section 1.1.5.2 lists permitted uses with "resource-based recreational uses (including recreational dwellings)" included. The proposed Zoning By-law Amendment is to support a resource-based recreational use being a boathouse therefore the application is consistent with the PPS.

**Growth Plan for the Greater Golden Horseshoe, as amended, 2017 (the “GPGGH”)**
The entire subject property is within the Natural Heritage System as per the mapping released on February 9, 2018 by the Province. In the absence of an Environmental Impact Study, staff are operating under the assumption that the mapped woodland is significant, meaning it would be considered a Key Natural Heritage Feature and that the Severn River is a Key Hydrologic Feature. Therefore, the proposed boathouse would be considered to be in a Key Hydrologic Feature and adjacent to a Key Natural Heritage Feature, addressed in Section 4.2.3 1. g). The GPGGH permits small scale structures for recreational uses, including docks, within Key Hydrologic Features, provided that measures are taken to minimize the number of such structures and their negative
impacts. The regulations set out within the Township’s Zoning By-law for shoreline structures including maximum envelope size, number of structures, amount of shoreline coverage, etc. in addition to the restrictions and governance by the Trent Severn Waterway that all act to minimize any potential negative impacts. Therefore, staff are of the opinion that the proposed Minor Variance does not conflict with the GPGGH.

**County of Simcoe Official Plan (as approved by the OMB in 2016)**
The County’s Official Plan designates the subject property as Rural. The County’s OP is similar to the PPS permits resource-based recreational uses. Staff believe the proposed application for a boathouse is a resource-based recreational use therefore the application generally conforms to the County’s Official Plan.

**Township of Severn Official Plan**
The subject property is designated Shoreline Residential under the Township of Severn Official Plan. The Township’s Official Plan states that single detached dwellings are permitted uses within the Shoreline Residential designation and normally a boathouse would be considered accessory to that permitted use. Section B1.3 of the Township’s OP states “Where, under the policies of this Plan a land use is permitted, uses normally accessory to such use are also permitted.” The objectives of the Shoreline Residential Area as stated in Section C7.1 of the Township’s Official Plan are as follows:

“C7.1 OBJECTIVES
a) To maintain the existing character of this predominantly low density residential area.
b) To protect the natural features and ecological functions of the shoreline area and the immediate shoreline.
c) To ensure that existing development is appropriately serviced with water and sanitary services.”

The construction of a boathouse will not significantly impact the character or density of the area as the neighbouring property is developed with a similar boathouse to the one proposed through the Zoning By-law Amendment. The application meets the general intent and purpose of the Township’s Official Plan.

**Township of Severn Zoning By-law 2010-65, as amended**
The Zoning By-law Amendment Application seeks to rezone the property from the Shoreline Residential Three (SR3) Zone to a site-specific Shoreline Residential Three Exception Twenty-Three Zone (SR3-23) which would allow for the construction of a boathouse prior to a main dwelling and allow for an increased maximum boathouse width of 9.8 metres. The intent of the restrictions within the shoreline structures Section 3.2.12 of Zoning By-law 2010-65, as amended, is to ensure that waterfront properties do not become overdeveloped while still allowing for adequate access and enjoyment of the shoreline area in front of their properties. The intent of the maximum boathouse width
provision is to control massing of the shoreline and to ensure the majority of shoreline can be left in the natural state. The current Shoreline Residential Three (SR3) Zoning applied to the property permits the construction of a boathouse (or boatport) and a dock if a principle building was established. The applicant is not requesting to permit any additional or oversized structures, but to permit an increased boathouse width in order to facilitate the rotation of the boathouse ninety degrees. The property has approximately 61 metres of frontage which could accommodate an increased boathouse width, without appearing over-developed.

**Other Considerations**
The subject property is within the jurisdiction of the Trent Severn Waterway meaning that a permit from Parks Canada is required for any in-water and/or shoreline works.

Subject to the comments received at the public meeting, any additional submissions from circulated agencies and departments, and any further review that Planning Committee may seek, Staff supports this proposed amendment to the Zoning By-law. A draft by-law is attached as Appendix 4 for Committee's consideration.

**Financial Impact**
There are no costs to the Township with respect to the proposed Zoning By-law Amendment.

**Strategic Plan Impact**

- Service Excellence

Appendix 1 – Key Map
Appendix 2 – Air Imagery
Appendix 3 – Plan 51R-35861
Appendix 4 – Draft Zoning By-law Amendment
Appendix 1 – Key Map

Appendix 2 – Air Imagery (source: Simcoe County GIS)
Appendix 3 – Plan 51R-34904
WHEREAS the matters hereinafter set out comply with the Official Plan in effect for the Township of Severn;

AND WHEREAS the Council of the Corporation of the Township of Severn deems it advisable to amend the provisions of Zoning By-law No. 2010-65, as otherwise amended, as they apply to those lands described as Part Lot 27, Concession 5, Matchedash, being Parts 6 to 10, 17, and 18 on 51R-34904, now in the Township of Severn, municipally known as 6651 Upper Big Chute Road;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SEVERN HEREBY ENACTS AS FOLLOWS:

1. THAT Schedule "A-1" of Zoning By-law No. 2010-65, as otherwise amended, is hereby amended by changing the Zone Classification on certain lands described as Part Lot 27, Concession 5, Matchedash, being Parts 6 to 10, 17, and 18 on 51R-34904, municipally known as 6651 Upper Big Chute Road, from the Shoreline Residential Three (SR3) Zone to the Shoreline Residential Three Exception Twenty-Three (SR3-23) Zone, in accordance with Schedule "1" attached hereto and forming part of this By-law.

2. THAT Section 6.5.7 entitled "Exceptions to Shoreline Residential Three (SR3) Zone" of Zoning By-law No. 2010-65, as amended, is hereby further amended by adding the following to the Table at the end thereof:
<table>
<thead>
<tr>
<th>Exception</th>
<th>By-law</th>
<th>Location</th>
<th>Schedule</th>
<th>Special Provisions</th>
</tr>
</thead>
<tbody>
<tr>
<td>SR3-23</td>
<td>2018-XX</td>
<td>Part Lot 27, Concession 5, Matchedash, being Parts 6 to 10, 17, and 18 on 51R-34904. 6651 Upper Big Chute Road</td>
<td>A-1</td>
<td>Special Provisions:</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>i) That notwithstanding Section 3.2.4, an accessory structure (boathouse) be permitted on the subject lands prior to the erection of a principal building; and</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>ii) To permit a maximum boathouse width of 9.8 metres.</td>
</tr>
</tbody>
</table>

3. THAT Zoning By-law No. 2010-65, as otherwise amended, is hereby 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.

4. 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 , 2018.

By-law read a third time and finally passed this day of , 2018.

CORPORATION OF THE TOWNSHIP OF SEVERN

MAYOR

CLERK
SCHEDULE "1"

PART LOT 27, CONCESSION 5, MATCHEDASH, BEING PARTS 6 TO 10, 17, AND 18 ON 51R-34904. (6651 UPPER BIG CHUTE ROAD)

Lands rezoned from the Shoreline Residential Three (SR3) Zone to site-specific Shoreline Residential Three Exception Twenty-Three (SR3-23) Zone

This is Schedule '1' to By-law No. 2018-XX
Passed the day of , 2018

MAYOR

CLERK
CN Rail, 05/01/18

Thank you for circulating this notice to CN Rail. We have no comments or objections to this project at this time.

Enbridge Gas, 05/03/18

Enbridge Gas Distribution does not object to the proposed application. Enbridge Gas reserves the right to amend or remove development conditions.

Severn Sound Environmental Association, 05/02/18

Staff of the Severn Sound Environmental Association (SSEA) have reviewed the File Z-18-03 – Combined Complete App and Public Meeting Notice sent via e-mail on Thursday, April 28, 2018 pertaining to the Notice of Complete Application to Amend the Zoning By-law at 6651 Upper Big Chute Road. The following comments are relevant to drinking water source protection are offered.

It is our understanding that the application is for an accessory structure to be permitted prior to a principal residential building being put in place. The property is located outside of the IPZ-1 or IPZ-2 for the Port Severn Municipal Drinking Water System (District of Municipality of Muskoka) and outside any vulnerable zones within or adjacent to the Township of Severn Municipal Drinking Water Systems and as such, no policies in the South Georgian Bay Lake Simcoe Source Protection Plan would apply.

Simcoe County District School Board, 05/08/16

Thank you for circulating a copy of the Notice of a Public Meeting to this office. The subject property will be rezoned from Shoreline Residential Three (SR3) Zone to the site specific Shoreline Residential Three Exception (SR3-X) Zone to add the following special provisions:

That notwithstanding Section 3.2.4, an accessory structure (boathouse) be permitted on the subject land prior to the erection of a principal building; and

To permit a maximum boathouse width of 9.8 metres.

Planning staff have no objection to this rezoning application.

Director of Fire & Emergency Services, 05/04/18

I do not have any issues with the rezoning.
Parks Canada, 05/16/18

Parks Canada has reviewed the above-noted application for a zoning by-law amendment. There are some environmental concerns with this property and surrounding area that would need to be addressed prior to approving any requests for in-water and shoreline works.

This property has been identified as an area in which Blanding Turtles, Eastern Musk Turtles, Spotted Turtles, Massasuga Easter Rattlesnake and Engelmanns Quillwort may be present. These species have been designated as Threatened under the Federal Species at Risk Act. Threatened status means these species are likely to become endangered if nothing is done to reverse the factors contributing to declining population trends. Legal restrictions (or prohibitions) apply on federal lands, which may limit activities that would harm this species or their habitat.

We would like to inform the applicant should they wish to undertake any shoreline or in-water works at this location such as the proposed boathouse, they will require an approved permit from this office prior to commencement of any work. This would include but is not limited to repair, replacement, new works and expansions of any works. Works can be described as anything that is in, on, under or over the water of Severn River such as docks, boathouses, aquatic vegetation removal, shoreline stabilization, marine railways, etc.

Please be advised that additional time for permit approvals will be required due to the identified Critical Habitat in this area. Our permitting and environmental staff may require a site visit to consider the proposed boathouse or any other in-water and shoreline works. The In-Water and Shoreline Works and Related Activities Policy and applicant can be found online at: http://pc.gc.ca/en/docs/r/poli/page01

The Chair inquired if the applicant or his/her representative had any comments on their application.

Josh Morgan of Morgan Planning addressed the Committee on behalf of the applicant and provided a brief overview of the proposed Zoning By-law Amendment (see Appendix "1"). Mr. Morgan identified the correspondence received from Parks Canada and requested that this application be deferred to provide the applicant the opportunity to meet with Parks Canada representatives before proceeding.

The Chair inquired if there were any persons present who had either questions or comments on the application? The Chair requested that those providing comments on the application please rise, state their name and address and spell their last name for the minutes. The Chair also advised that the names and addresses of those individuals who speak at the meeting will appear in the meeting minutes which are public documents.

There were no comments from the public.
The Chair inquired if there were any further information which staff or the applicant may wish to provide?

There were no further comments from staff or the applicant.

As there were no further comments on this application, the Chair declared the public portion of the meeting closed at 7:10 p.m.

The Chair inquired if members of the Committee required further clarification of the application or had any further comments.

Member Betsworth addressed the Committee and inquired if the proposed boathouse would have any detrimental affect on any environmentally sensitive land on the property.
- Mr. Morgan advised that there are no wetlands on the property and the proposed boathouse will be fixed to the riverbed which does not affect any of the subject land.
- Mr. Morgan advised that permits will be obtained from Parks Canada to approve the boathouse. The applicant is intending to build a cottage on this property in the future and there are not sensitive features evident on the land. The applicant will be required to protect the tree cover and a building permit will need to be approved by the Township.

Member Cox inquired if the applicant was aware of the potential flooding along the river.
- Mr. Morgan advised that the boathouse is being requested prior to a main cottage in order to store a collection of antique boats.

Member Dunlop inquired as to the white lines shown on the mapping.
- Mr. Morgan advised that the white lines are the former boundaries of the property which has now been merged into one lot.

Member Westcott advised that the existing cottage and boathouse on the applicant's adjacent property were impressive and that he was in favour of the application.

(see Resolution No. PD051618-01)

PUBLIC MEETING NO. 2

The Chair requested staff to explain the intent and purpose of a Proposed Zoning By-law Amendment for 2837 Hord Way.
The Director of Planning advised those in attendance that the purpose and effect of the proposed Zoning By-law Amendment Application is to rezone the portion of the property west of the Canadian National Railway Line and north of Ragged Rapids Trail from the Greenlands (GL) Zone to the Greenlands Exception (GL-XX) Zone to add the following special provisions:

- To permit Shoreline Structures in accordance with the provisions within Section 3.2.12;
- To notwithstanding Section 3.26.1 (frontage on a public street); and
- To be subject to Sections 3.2.5 and 3.2.7 (accessory building size and number).

The property was the subject of a previous Zoning By-law Amendment approval by By-law No. 2007-101 which rezoned the lands from Environmental Protection High (EH) Zone to the Shoreline Residential Three Exception (SR3-3) Zone to permit residential development (ie. New cottage and accessory structures). The purpose of this application is to correct this omission from Comprehensive Zoning By-law No. 2010-65, as amended.

The following correspondence has been received with respect to this development:

**Planning Report No. P18-015, 05/09/18**

**Background**

- County Official Plan: Greenlands & Rural
- Township Official Plan: Greenlands & Shoreline Residential
- Township Zoning: Greenlands (GL) & Environmental Protection (EP)
- Legal Description: Part Lot 11, Concession 11
- Municipal Address: 2837 Hard Way (Appendix 1).

The subject lands are irregular in shape and have approximately 48 metres (157 feet) of frontage on the Severn River, a depth of approximately 430 metres (1400 feet) and an area of approximately 20.1 hectare (49.6 acres). There is currently a single detached dwelling on the property that is divided by the Canadian National Railway line. The remainder of the subject lands are heavily treed. The surrounding land uses are residential along the shoreline of the Severn River, vacant Crown Land to the rear of the property, and the Severn River to the north, as shown in the County of Simcoe Air Imagery (2016) included as Appendix 2. The lands are known municipally as 2837 Hord Way.

The applicant is seeking a Zoning By-law Amendment to rezone the subject lands from the Greenlands (GL) Zone to the site-specific Greenlands Exception Nine (GL-9) Zone to add the following special provisions:

- To permit Shoreline Structures in accordance with the provisions within Section 3.2.12;
- To notwithstanding Section 3.26.1 (frontage on a public street); and
- To be subject to Sections 3.2.5 and 3.2.7 (accessory building size and number).
Planning and Development staff visited the property prior to the writing of this report.

The property was the subject of a previous Zoning By-law Amendment approval by By-law 2007-101 (Appendix 3), which rezoned a portion of the lands generally between the private road and the shoreline from the Environmental Protection High (EH) Zone to the Shoreline Residential Three Exception Three (SR3-3) Zone to permit residential development (i.e. a new cottage and accessory structures). This site-specific approval was not carried forward into the Township’s Comprehensive Zoning By-law 2010-65, as amended. The purpose of this application is to correct this omission.

Council Policy 24-15 addresses this type of scenario:

**Zoning By-law Amendments – Mapping Corrections**

That each property owner be required to submit an application for a Zoning By-law Amendment for mapping errors and the application fees be waived for future applications intended to correct mapping errors and/or restore a previously existing zoning where it appears to have been inadvertently replaced by a less appropriate category.

Although the subject lands were re-developed with a single detached dwelling and shoreline structures around the time of the historical zoning by-law amendment approval, the proposed technical correction will recognize the permission for an existing dwelling and shoreline and accessory buildings and structures on a lot on a private road.

A discussion of the various planning documents that have bearing on this application is as follows:

**Provincial Policy Statement, 2014**
The PPS permits resource-based recreational uses (including recreational dwellings) on rural lands and further defines rural lands as: “lands which are located outside of settlement areas and which are outside of prime agricultural areas”. The proposed zoning by-law amendment will reinstate previous permissions for this property to recognize that common accessory buildings, structures and uses such as the boatport and dock are permitted in conjunction with the resource based-recreational dwelling on the property.

The application is generally consistent with the policies, goals and objectives of the PPS.
Growth Plan for the Greater Golden Horseshoe, as amended, 2017 (the “Growth Plan”)
The Growth Plan permits development outside of settlement areas for resource-based recreational uses; including resource based recreational dwellings provided they are compatible with the scale, character, and capacity of the resource and the surrounding rural landscape.

The entire subject lands fall within the Natural Heritage System as per the mapping released on February 9, 2018 by the Province. Although the shoreline area where the existing dwelling and structures are located were developed under previous permissions, the remainder of the large property is substantially treed and vacant. Due to the size of the property and the location of the woodlands, an assumption has been made that the woodlands on the property are significant and are therefore a Key Natural Heritage Feature. The subject lands are also considered to be adjacent to a Key Hydrologic Feature being the Severn River. Section 4.2.3.1 g) of the Growth Plan permits small-scale structures for recreational uses, including docks, within Key Hydrologic and Key Natural Heritage features provided that measures are taken to minimize the number and any potential negative impacts. Both the Township’s Zoning By-law and the regulations of the Trent Severn Waterway regulate the number, size and coverage of shoreline structures to mitigate any potential negative impacts. Any proposed future expansion to the existing dwelling on the property would also be subject to review under Section 4.2.3.1 e).

The application generally conforms to the objectives of the Growth Plan.

County of Simcoe Official Plan (as approved by the OMB in 2016)
The subject lands have a split OP designation with the area of the existing dwelling and structures along the shoreline being designated Rural. The remained of the lands are designated both Rural and Greenlands. The zoning by-law amendment application would add additional accessory uses, common on other waterfront properties, to the existing permitted use of a resource-based recreational dwelling unit.

The application generally conforms to the County Official Plan.

Township of Severn Official Plan

The subject property is designated Greenland with a small portion Shoreline Residential; however the portion of the property subject to this Zoning By-law Amendment application is designated Greenland. The majority of the portion of the property subject to this application is recognized by the County’s Official Plan as Rural; therefore this will be updated during the Township’s Official Plan review. The Township’s Greenland designation permits single detached dwellings and associated accessory buildings and structures.

The application generally conforms to the Township’s Official Plan.
Township of Severn Zoning By-law 2010-65, as amended
A draft Zoning By-law Amendment has been included in Appendix 4 that will reinstate the previous permissions granted under By-law 2007-101.

Subject to the comments received at the public meeting, any additional submissions from circulated agencies and departments, and any further review that Planning Committee may seek, Staff supports this proposed amendment to the Zoning By-law.

Financial Impact

Council Policy 24-15 waives the Township application fee for a Zoning By-law Amendment application of this nature. Therefore, the Township has not received revenue for the processing of the subject application.

Strategic Plan Impact

- Service Excellence

Appendix 1 – Key Map
Appendix 2 – Air Imagery
Appendix 3 – By-law 2007-101
Appendix 4 – Draft Zoning By-law Amendment

Appendix 1 – Key Map
THE CORPORATION OF THE TOWNSHIP OF SEVERN

BY-LAW NO. 2007-101

BEING A ZONING BY-LAW TO REGULATE THE USE OF LAND AND THE CHARACTER, LOCATION AND USE OF BUILDINGS OR STRUCTURES ON CERTAIN LANDS LOCATED IN PART OF LOT 11, CONCESSION 11, FORMER TOWNSHIP OF MATCHEDASH, NOW THE TOWNSHIP OF SEVERN

WHEREAS the matters hereinafter set out comply with the Official Plan in effect for the former Township of Matchedash;

AND WHEREAS the Council of the Corporation of the Township of Severn deems it advisable to amend the provisions of Zoning By-law No. 778/78, as otherwise amended, as they apply to those lands located in Part of Lot 11, Concession 11, in the former Township of Matchedash;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SEVERN HEREBY ENACTS AS FOLLOWS:

1. THAT Schedule "A" Zone Map 3 of Zoning By-law No. 778/78, as otherwise amended, is hereby amended by changing the Zone Classification on certain lands located in Part of Lot 11, Concession 11, from an Environmental Protection High (EH) Zone to a Shoreline Residential Type Three Exception Three (SR3-3) Zone, in accordance with Schedule "1" attached hereto and forming part of this By-law.

2. NOTWITHSTANDING the provisions of Section "C" to the contrary in a Shoreline Residential Type Three Exception Three (SR3-3) Zone the following zone regulations shall apply:
   (a) minimum lot frontage - 40 metres
   All other zone regulations for an (SR3) zone shall apply.

3. THAT Zoning By-law No. 778/78, as otherwise amended, is hereby amended to give effect to the foregoing, but Zoning By-law No. 778/78, 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.

4. 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 5th day of September, 2007.

By-law read a third time and finally passed this 5th day of September, 2007.

CORPORATION OF THE TOWNSHIP OF SEVERN

MAYOR

CLERK-TREASURER
Schedule 1

Change from an Environmental Protection High (EH) Zone to a Shoreline Residential Type Three (SR3) Zone.

This is Schedule 1 to By-law No. 2007-10 passed the 5th day of September, 2007.

MAYOR

CLERK
THE CORPORATION OF THE TOWNSHIP OF SEVERN

BY-LAW NO. 2018-XX

BEING A ZONING BY-LAW TO REGULATE THE USE OF LAND AND THE CHARACTER, LOCATION AND USE OF BUILDINGS OR STRUCTURES ON CERTAIN LANDS DESCRIBED AS PART LOT 11, CONCESSION 11, MATCHEDASH, NOW IN THE TOWNSHIP OF SEVERN (2837 HORD WAY)

WHEREAS the matters hereinafter set out comply with the Official Plan in effect for the Township of Severn;

AND WHEREAS the Council of the Corporation of the Township of Severn deems it advisable to amend the provisions of Zoning By-law No. 2010-65, as otherwise amended, as they apply to those lands described as Part Lot 11, Concession 11, Matchedash, now in the Township of Severn, municipally known as 2837 Hord Way;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SEVERN HEREBY ENACTS AS FOLLOWS:

5. THAT Schedule "B-3" of Zoning By-law No. 2010-65, as otherwise amended, is hereby amended by changing the Zone Classification on certain lands described as Part Lot 11, Concession 11, Matchedash, municipally known as 2837 Upper Big Chute Road, from the Greenlands (GL) Zone to the Greenlands Exception Nine (GL-9) Zone, in accordance with Schedule "1" attached hereto and forming part of this By-law.

6. THAT Section 9.5.3 entitled "Exceptions to Greenlands (GL) Zone" of Zoning By-law No. 2010-65, as amended, is hereby further amended by adding the following to the Table at the end thereof:

<table>
<thead>
<tr>
<th>Exception</th>
<th>By-law</th>
<th>Location</th>
<th>Schedule</th>
<th>Special Provisions</th>
</tr>
</thead>
<tbody>
<tr>
<td>GL-9</td>
<td>2018-XX</td>
<td>Part Lot 11, Concession 11, Matchedash.</td>
<td>B-3</td>
<td>Special Provisions:</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>iii) To permit Shoreline Structures in accordance with the provisions within Section 3.2.12;</td>
</tr>
</tbody>
</table>
iv) To notwithstanding Section 3.26.1 (frontage on a public street); and
v) To be subject to Sections 3.2.5 and 3.2.7 (accessory building size and number).

7. THAT Zoning By-law No. 2010-65, as otherwise amended, is hereby 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.

8. 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 , 2018.

By-law read a third time and finally passed this day of , 2018.

CORPORATION OF THE TOWNSHIP OF SEVERN

MAYOR

CLERK
SCHEDULE "1"

PART LOT 11, CONCESSION 11, FORMER TOWNSHIP OF MATCHEDASH, NOW IN THE TOWNSHIP OF SEVERN

Lands rezoned from the Greenlands (GL) Zone to site-specific Greenlands Exception Nine (GL-9) Zone

This is Schedule '1' to By-law No. 2018-XX
Passed the day of , 2018

MAYOR

CLERK
CN Rail, 05/01/18

Thank you for circulating this notice to CN Rail. We have reviewed the application and have no comments or objections to this project at this time.

Enbridge Gas, 05/03/18

Enbridge Gas Distribution does not object to the proposed application. Enbridge Gas reserves the right to amend or remove development conditions.

Severn Sound Environmental Association, 05/02/18

Staff of the Severn Sound Environmental Association (SSEA) have reviewed the File Z-18-04 – Combined Complete App and Public Meeting Notice sent via e-mail on Thursday, April 28, 2018 pertaining to the Notice of Complete Application to Amend the Zoning By-law at 2837 Hord Way. The following comments are relevant to drinking water source protection are offered.

It is our understanding that the application is to rezone a portion of the property from Greenlands to Greenlands Exception with special provisions to allow shoreline structures on a residential property. The property is located outside of the IPZ-1 or IPZ-2 for the Port Severn Municipal Drinking Water System (District of Municipality of Muskoka) and outside any vulnerable zones within or adjacent to the Township of Severn Municipal Drinking Water Systems and as such, no policies in the South Georgian Bay Lake Simcoe Source Protection Plan would apply.

Simcoe County District School Board, 05/08/16

Thank you for circulating a copy of the Notice of a Public Meeting to this office. The subject property will be rezoned from the Greenlands (GL) zone to a site specific Greenlands Exception (GL-XXX) Zone to add the following provisions:
To permit Shoreline Structures in accordance with the provisions within Section 3.2.12;
To notwithstanding Section 3.26.1 (frontage on a public street); and
To be subject to Sections 3.2.5 and 3.2.7 (accessory building size and number).

Planning staff have no objection to this rezoning application.

Town of Gravenhurst, 04/27/18

We have no comments.

Director of Fire & Emergency Services, 05/04/18

I do not have any issues with the rezoning.
The Chair inquired if the applicant or his/her representative had any comments on their application.

There were no comments from the applicant.

The Chair inquired if there were any persons present who had either questions or comments on the application? The Chair requested that those providing comments on the application please rise, state their name and address and spell their last name for the minutes. The Chair also advised that the names and addresses of those individuals who speak at the meeting will appear in the meeting minutes which are public documents.

There were no comments from the public.

The Chair inquired if there were any further information which staff or the applicant may wish to provide?

There were no further comments from staff or the applicant.

As there were no further comments on this application, the Chair declared the public portion of the meeting closed at 7:23 p.m.

The Chair inquired if members of the Committee required further clarification of the application or had any further comments.

(see Resolution No. PD051618-02)

PUBLIC MEETING NO. 3

The Chair requested staff to explain the intent and purpose of a Proposed Zoning By-law Amendment for 4163 Wainman Line:

The Director of Planning advised those in attendance that the purpose and effect of the proposed Zoning By-law Amendment Application is to temporarily rezone the subject property from the Rural (RU) Zone to the Rural Exception (RU-XX) Zone to allow the temporary use of the subject lands for the accommodation of a Garden Suite (i.e. accessory dwelling unit) for a period not to exceed ten (10) years subject to the provisions of Section 3.8 of Zoning By-law No. 2010-65, as amended.

The following correspondence has been received with respect to this development:
Planning Report No. P18-016, 05/08/18

Background

County Official Plan: South of Division Road Secondary Plan
  • Land Use Plan - Rural & Environmental Protection
  • Special Policy Area – Environmental
Township Official Plan: Rural & Environmental Protection Area
Township Zoning: Rural
Legal Description: West Part Lot 2, Concession 2, Parts 1, 2 and 3 on 51R-6313
Municipal Address: 4163 Wainman Line (Appendix 1).

The subject lands are rectangular in shape and have approximately 290 metres (950 feet) of frontage on Wainman Line, a depth of approximately 690 metres (2263 feet) and an area of approximately 17 hectares (42 acres). There is currently a single detached dwelling on the property and the remainder of the subject lands are heavily treed. The surrounding land uses are residential with larger properties on the same side of Wainman Line and the Marchmont / Bass Lake Settlement Area across the road, as shown in the County of Simcoe Air Imagery (2016) included as Appendix 2.

The applicant is seeking a Zoning By-law Amendment for a site specific Rural Exception (RU-19) Zone to allow a temporary use being a “Garden Suite”. The applicant has provided plans showing a modular home of approximately 1075 square feet (100 square metres) they wish to place on the property with this Temporary Use Zoning By-law Amendment to provide accommodation for family members.

Planning and Development staff visited the property prior to the writing of this report.

A discussion of the various planning documents that have bearing on this application is as follows:

The Planning Act
Garden Suites are regulated within Subsection 39.1 of the Planning Act, which requires the passing of a Temporary Use By-law. The Planning Act allows Council to require the owner to enter into an agreement detailing matters such as the installation and removal of the Garden Suite, the period of occupancy by any person named in the agreement and the monetary security related to actual or potential costs. Garden Suites are defined within Subsection 39.2 of the Planning Act 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.”

Provincial Policy Statement, 2014
Garden Suites are considered a form of affordable housing which is supported by the policy direction within the PPS to provide for a range of housing options. The application is consistent with the PPS.
Growth Plan for the Greater Golden Horseshoe, 2017
The Growth Plan for the Greater Golden Horseshoe identifies the subject property as being within the Natural Heritage System and containing a woodland. In the absence of any environmental studies, staff must assume the woodland to be significant, meaning the proposed Garden Suite would be located within a Key Natural Heritage Feature. Accessory structures and uses are permitted within Key Natural Heritage Features if there is no alternative and in which case it is limited in scope and kept within close geographical proximity to the existing structure. As the property is completely identified as a woodland there is no alternative location on the property. However, the property owners are proposing the Garden Suite to be located in close proximity to the existing dwelling and septic system on the property. Staff believe the proposed Garden Suite temporary use is not offending the Growth Plan.

County of Simcoe Official Plan, 2016
The subject property is located within the Township of Severn’s South of Division Road Secondary Plan. The County of Simcoe’s Official Plan Section 3.7.13 defers to the Township of Severn’s Official Plan.

Township of Severn Official Plan
The subject property is designated Rural within the South of Division Road Secondary Plan. Section B5 of the Township’s Official Plan provides specific policy direction:

B5 GARDEN SUITE DWELLING UNIT

Notwithstanding any other provisions of this Plan, the establishment of a "Garden Suite" may be permitted, subject to a Temporary Use By-law, on land designated "AGRICULTURAL AREA OR RURAL AREA". The "Garden Suite" shall be considered secondary and incidental to the existing dwelling unit.

In considering "Garden Suite" dwelling units Council, prior to passing a Temporary Use By-law, shall be satisfied that:

a) The "Garden Suite" is being permitted in conjunction with a single detached dwelling unit;

b) The "Garden Suite" is secondary to the single detached dwelling unit and no more than two dwelling units in total, including the Garden Suite, shall be permitted per lot;

c) Adequate parking for the "Garden Suite" is available;

d) Where necessary buffering of adjacent uses is provided;
e) The "Garden Suite" shall not cause an encroachment into any required yard imposed by the Zoning By-law. In the case where an existing single detached dwelling is legally non-complying, the "Garden Suite" shall not cause further encroachment;

f) The internal construction of the "Garden Suite" i.e. washrooms, kitchen, etc. comply with the applicable codes and regulations and shall be portable;

g) The "Garden Suite" is serviced through an extension from the existing dwelling unit and the private services are adequate to service the principle residential unit and the "Garden Suite";

h) An agreement is entered into with the Township regarding the maintenance, alterations and improvements and eventual removal of the "Garden Suite" unit. This agreement may include a bond or security held by the Town that would ensure the removal of the unit.

The proposal submitted by the applicants meets all of the above noted policy requirements of the Township's Official Plan. Furthermore, additional policy direction within the Township's Official Plan encourages a range of housing including affordable housing. The proposed Zoning By-law Amendment will adhere to the Township's Official Plan.

**Township of Severn Zoning By-law 2010-65**

The subject property is zoned Rural (RU) with a portion of Environmental Protection (EP). The requirement for Minimum Lot Area for lots in the RU Zone is 10 hectares (32.8 acres) and the requirement for Minimum Lot Frontage is 60 metres (196.8 feet). The subject property exceeds both minimum requirements. Zoning By-law 2010-65, as amended provides policy direction:

### 3.8 GARDEN SUITES

a) A garden suite may be permitted as a temporary use in accordance with the regulations set out in the Planning Act for a period not exceeding ten years.

b) Prior to the issuance of any building permit for a garden suite, Council shall require that the owner enter into an agreement with the Municipality in accordance with the Municipal Act and the Planning Act.

c) Upon the expiry of the period of time authorizing the temporary use of the garden suite, the provision of Section 34(9)(a) of the Planning Act does not apply to the use that has been temporarily authorized.
The property owners have been advised that an Agreement is required and a deposit to be held until the removal of the Garden Suite will be collected as part of the Agreement process. The proposed Zoning By-law Amendment meets the provisions of Zoning By-law 2010-65, as amended.

**Other Considerations**

Township Council has committed to making affordable housing a priority within the Township and this proposal represents the creation of a Garden Suite, which although proposed to be used for family members, still maintains the intent of the County's Affordable Housing initiative.

Although Garden Suites have not been a popular approach to accommodating members of an extended family on the same property as the property owner's home, the Township's policies do allow for them subject to an Agreement. The Agreement will be tied to the occupant(s) of the Garden Suite and allows for the collection of securities to ensure removal of the unit after the time specified or if the occupant(s) are no longer utilizing the unit. The agreement can currently be made renewable in three year increments for up to a maximum of twenty years total, or as stipulated by Provincial legislation at the time. The Township's Zoning By-law allows for up to 10 years as the initial term.

Subject to the comments received at the public meeting, any additional submissions from circulated agencies and departments, and any further review that Planning Committee may seek, Staff supports this Temporary Use Zoning By-law Amendment. A draft by-law is attached as Appendix 3 for Committee's consideration.

**Financial Impact**

There are no costs to the Township with respect to the proposed Zoning By-law Amendment.

**Strategic Plan Impact**

- Service Excellence

**Appendix 1 – Key Map**
**Appendix 2 – Air Imagery**
**Appendix 3 – Draft Zoning By-law Amendment**
Appendix 1 – Key Map

Appendix 2 – Air Imagery (source: Simcoe County GIS)
WHEREAS the matters hereinafter set out comply with the Official Plan in effect for the Township of Severn;

AND WHEREAS the Council of the Corporation of the Township of Severn deems it advisable to amend the provisions of Zoning By-law No. 2010-65, as otherwise amended, as they apply to those lands described as West Part Lot 2, Concession 2, in the former Township of Orillia, now in the Township of Severn, municipally known as 4163 Wainman Line;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SEVERN HEREBY ENACTS AS FOLLOWS:

9. THAT Schedule "S-9-10 & S-9-11" of Zoning By-law No. 2010-65, as otherwise amended, is hereby amended by changing the Zone Classification on certain lands described as West Part Lot 2, Concession 2, in the former Township of Orillia, municipally known as 4163 Wainman Line, from the Rural (RU) Zone to the Rural Exception Nineteen (RU-19) Zone, in accordance with Schedule "1" attached hereto and forming part of this By-law.

10. THAT Section 5.5.2 entitled "Exceptions to Rural (RU) Zone" of Zoning By-law No. 2010-65, as amended, is hereby further amended by adding the following to the Table at the end thereof:
<table>
<thead>
<tr>
<th>Exception</th>
<th>By-law</th>
<th>Location</th>
<th>Schedule</th>
<th>Special Provisions</th>
</tr>
</thead>
<tbody>
<tr>
<td>RU-19</td>
<td>2018-XX</td>
<td>West Part Lot 2, Concession 2, Orillia</td>
<td>S-9-10</td>
<td>Permitted Uses</td>
</tr>
<tr>
<td></td>
<td></td>
<td>4163 Wainman Line.</td>
<td>S-9-11</td>
<td>vi) In addition to the Permitted Uses under Section 6.3, a Garden Suite is permitted as a temporary use for a period not to exceed ten years, subject to the provisions of Section 3.8</td>
</tr>
</tbody>
</table>

11. THAT Zoning By-law No. 2010-65, as otherwise amended, is hereby 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.

12. 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 , 2018.

By-law read a third time and finally passed this day of , 2018.

CORPORATION OF THE TOWNSHIP OF SEVERN

______________________________
MAYOR

______________________________
CLERK
SCHEDULE "1"

WEST PART LOT 2, CONCESSION 2, ORILLIA (4163 WAINMAN LINE)

Lands rezoned from the Rural (RU) Zone to site-specific Rural Exception Nineteen (RU-19) Zone

This is Schedule '1' to By-law No. 2018-XX
Passed the day of , 2018

MAYOR

CLERK
CN Rail, 05/01/18

Thank you for circulating this notice to CN Rail. We have no comments or objections to this project at this time.

Enbridge Gas, 05/03/18

Enbridge Gas Distribution does not object to the proposed application. Enbridge Gas reserves the right to amend or remove development conditions.

Severn Sound Environmental Association, 05/02/18

Staff of the Severn Sound Environmental Association (SSEA) have reviewed the File Z-18-03 – Combined Complete App and Public Meeting Notice sent via e-mail on Thursday, April 26, 2018 pertaining to the Notice of Complete Application to Amend the Zoning By-law at 4163 Wainman Line. The following comments are relevant to drinking water source protection are offered.

It is our understanding that the application is to temporarily rezone the property to allow a garden suite (residential addition to an existing dwelling) for a period not exceeding 10 years. The property is located outside of all vulnerable zones within or adjacent to the Township of Severn and as such, no policies in the South Georgian Bay Lake Simcoe Source Protection Plan would apply.

Simcoe County District School Board, 05/08/16

Thank you for circulating a copy of the Notice of a Public Meeting to this office. The subject property will be rezoned from the Rural (RU) Zone to the site specific Rural Exception (SU-XX) Zone to add the following special provision:

To allow the temporary use of the subject lands for the accommodation of a garden suite for a period not to exceed ten (10) years subject to the provisions of Section 3.8 of Zoning By-law 2010-65, as amended.

Planning staff have no objection to this rezoning application.

Director of Fire & Emergency Services, 05/04/18

I do not have any issues with the rezoning.

The Chair inquired if the applicant or his/her representative had any comments on their application.

There were no further comments from the applicant.
The Chair inquired if there were any persons present who had either questions or comments on the application? The Chair requested that those providing comments on the application please rise, state their name and address and spell their last name for the minutes. The Chair also advised that the names and addresses of those individuals who speak at the meeting will appear in the meeting minutes which are public documents.

Gary Jarrett of 4163 Wainman Line addressed the Committee and advised that the Garden Suite is needed to provide affordable housing for his aging parents. The design will be a pre-built Armstrong home on pillars and crushed gravel. A well and septic will also be added. Caregivers will be brought in for assistance if required.

Mike Holjevac of 4140 Wainman Line addressed the Committee and advised that all of his inquiries have been answered during the presentation and he did not have any objections to the application.

The Chair inquired if there were any further information which staff or the applicant may wish to provide?

There were no further comments from staff or the applicant.

As there were no further comments on this application, the Chair declared the public portion of the meeting closed at 7:28 p.m.

The Chair inquired if members of the Committee required further clarification of the application or had any further comments.

Member Cox advised that she is in favour of the application and assisting aging parents with affordable housing and support.

Member Burkett inquired as to how long the garden suite is allowed to be on site.
- Garden suites are allowed for a 10 year period. There will be a legal agreement registered on title and a deposit submitted to the municipality in case the owner does not remove the structure when required to do so.

(see Resolution No. PD051618-03)
Zoning By-law Amendment (Z-18-03 Balmer)
6651 Upper Big Chute Road
Description of Property

- South side of Severn River, 2 km upstream from Lock 44 (Big Chute)
- 61 metres of water frontage
- 1.1 ha / 2.7 ac lot area
- Vehicular access via Copp Bay Rd. (pvt.) and Baldy Rock Rd. (pvt.)
- Property is vacant and predominated by mixed coniferous and deciduous forest with granite outcroppings.
- Owners / applicants own adjacent land to the west, which is developed with a cottage, sleeping cabin, garage and boathouse.
Township of Severn
Zoning By-law

- The entire property and the adjacent properties are zoned Shoreline Residential Three (SR3)
- An accessory building, such as the proposed boathouse is permitted in the SR3 Zone
- The ZBL stipulates that no accessory structures shall be erected prior to the principal building.
- The purpose of the ZBA is to permit the construction of the boathouse with a width of 9.8m prior to construction of the primary dwelling.
Township of Severn
Official Plan

- The entirety of the subject property is designated 'Shoreline Residential' by Land Use Schedule A (south) of the Township of Severn Official Plan.

- Permitted uses on lands designated Shoreline Residential include accessory structures such as the proposed boathouse.

- Site is designated 'Rural' by the SCOP, which permits resource based recreational uses.
Summary of Planning Justification

- Boathouses are permitted in the Shoreline Residential designation and the SR3 Zone.
- Resource based recreational uses within Rural lands are permitted by the Provincial Policy Statement and the County of Simcoe Official Plan.
- The Growth Plan permits small scale structures for recreational uses within Key Hydrologic Features provided they do not cause negative impacts.
- The proposed boathouse does not require either water or sanitary services.
- The tree cover along the shoreline will be maintained.
- The proposal will maintain the existing resource based recreational character of the community.
Thank You
We would be pleased to answer your questions
MINUTES OF A MEETING OF THE CORPORATE SERVICES COMMITTEE HELD AT THE ADMINISTRATION BUILDING, 1024 HURLWOOD LANE, WEDNESDAY, MAY 23, 2018 AT 9:00 A.M.

PRESENT:
Chair
Judith Cox

Members
John Betsworth
Mike Burkett
Jane Dunlop
Ron Stevens (part of meeting)
Mark Taylor
Don Westcott

STAFF:
Director of Public Works
Derek Burke

Director of Fire & Emergency Services
Tim Cranney (part of meeting)

Clerk
Sharon Goerke

Manager of Recreation & Facilities
Pat Harwood (part of meeting)

Planner
Katie Mandeville

Director of Corporate Services/Treasurer
Andrew Plunkett

Chief Administrative Officer
W. Henry Sander

Director of Planning
Andrea Woodrow

CALL TO ORDER

Chair Cox called the meeting to order.

DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF
• "NIL"

DELEGATIONS

Collins Barrows Kawartha LLP, Township Auditors with respect to a review of the 2017 Audited Financial Statements.
MOTION CSC052318-01: Moved by Member Stevens and seconded by Member Westcott that the presentation of the Township Auditors, Collins Barrows Kawarthas LLP, with respect to 2017 Financial Statements be received; AND FURTHER THAT the 2017 Draft Audited Financial Statements be approved; AND FURTHER THAT the Mayor and Deputy Mayor be authorized to sign the required letter, dated May 23, 2018.

CARRIED

REPORTS FROM OFFICIALS (for information)

Fire Report for the month of April 2018.

MOTION CSC052318-02: Moved by Member Westcott and seconded by Member Burkett that the Fire Report for the month of April 2018 be received as information.

CARRIED

REPORTS FROM OFFICIALS (for direction)

Planning and Development

Planning Report No. P18-017, 05/15/18, with respect to Proposed Commercial Development & New Municipal Road – 12074, 12082 & 12164 Highway No. 12.

MOTION CSC052318-03: Moved by Member Dunlop and seconded by Member Stevens that Planning Report No. P18-017, dated May 15, 2018, with respect to a Proposed Commercial Development with a New Municipal Road – 12074, 12082 & 12164 Highway No. 12 be received; AND FURTHER THAT the requirement of the Ministry of Transportation (MTO) for the construction of a new municipal road by DevCo Realty Inc. to facilitate access to the proposed commercial development from Highway 12 be endorsed in principle, subject to the developer(s) achieving Site Plan Approval to the satisfaction of the Township.

CARRIED

Recreation and Facilities

• “NIL”
Public Works

Public Works Report No. W18-021, 05/10/18, with respect to Reinbird Street Bridge Load Restriction By-law.

*MOTION CSC052318-04:* Moved by Member Taylor and seconded by Member Betsworth that Public Works Report No. W18-021, dated May 10, 2018, with respect to Reinbird Street Bridge Restriction By-law be received; AND FURTHER THAT the Draft By-law be forwarded to Severn Township Council for consideration.

CARRIED

Public Works Report No. W18-022, 05/10/18, with respect to Reinbird Street Bridge Replacement.

*MOTION CSC052318-05:* Moved by Member Dunlop and seconded by Member Taylor that Public Works Report No. W18-022, dated May 10, 2018, with respect to Reinbird Street Bridge Replacement be received; AND FURTHER THAT the Reinbird Street Bridge Replacement or alternative be submitted for the OCIF Top-Up Program; AND FURTHER THAT pending a successful OCIF Top-Up Application, a Request for Proposal (RFP) for the Reinbird Street Bridge Reconstruction or alternative – Engineering Services be issued and awarded to the successful respondent.

CARRIED

Public Works Report No. W18-023, 05/15/18, with respect to Road Resurfacing Phase I.

*MOTION CSC052318-06:* Moved by Member Burkett and seconded by Member Westcott that Public Works Report No. W18-023, dated May 15, 2018, with respect to Road Resurfacing Phase I be received; AND FURTHER THAT the project limits on Canal Road be extended approximately 400 metres north to Norton Road in the amount of $40,000.00; AND FURTHER THAT the project extension be funded through the Capital Reserves.

CARRIED
Fire & Emergency Services

- "NIL"

Corporate Services

Corporate Services Report No. C18-016, 05/01/18, with respect to Delegation of Election Duties.

*MOTION CSC052318-07: Moved by Member Betsworth and seconded by Member Taylor that Corporate Services Report No. C18-016, dated May 1, 2016, with respect to Delegation of Election Duties be received;
AND FURTHER THAT the Clerk be directed to forward a Draft By-law to Severn Township Council for consideration.
CARRIED

Corporate Services Report No. C18-017, 05/14/18, with respect to 2018 Tax Increases & 2017 Surplus Distribution.

*MOTION CSC052318-08: Moved by Member Stevens and seconded by Member Westcott that Corporate Services Report No. C18-017, dated May 14, 2018, with respect to 2018 Tax Increases & 2017 Surplus Distribution be received;
AND FURTHER THAT the surplus of $578,526 be distributed as outlined in this Report.
CARRIED

Administration

Administration Report No. A18-015, 04/06/18, with respect to Education Development Charges.

*MOTION CSC052318-09: Moved by Member Betsworth and seconded by Member Taylor that Administration Report No. A18-015, dated April 6, 2018, with respect to Education Development Charges be received;
AND FURTHER THAT this Committee approves Option No. 4 with respect to this matter;
AND FURTHER THAT the School Board be advised that the Township of Severn is opposed to the initial development charges and will be reviewing the rates as this process proceeds.

CARRIED

Recess 10:33 a.m.
Reassembled 10:43 a.m.

Chief Administrative Officer with respect to Delegation of Authority – Procurement Policy.

**MOTION CSC052318-11**: Moved by Member Burkett and seconded by Member Westcott that discussion with respect to the Procurement Policy be received;
AND FURTHER THAT as requested Council delegates its responsibilities under the Procurement Policy to the Chief Administrative Officer to ensure timely awarding of 2018 tendered projects.

CARRIED

CORRESPONDENCE (for information)

Sustainable Severn Sound, 05/09/18, with respect to Local Climate Change Action Plan.

Correspondence with respect to Sources of Funding – Westshore Recreation Facility.
(a) Bruce Stanton, M.P. – 10/11/18; and
(b) Ministry of Tourism, Culture & Sport, 05/07/18.

**MOTION CSC052318-12**: Moved by Member Betsworth and seconded by Member Taylor that the following correspondence be received as information:
(a) Sustainable Severn Sound, 05/09/18, with respect to Local Climate Change Action Plan; and
(b) Correspondence with respect to Sources of Funding for the Westshore Recreation Facility:
- Bruce Stanton, M.P.
- Ministry of Tourism, Culture & Report.

CARRIED
MOTION CSC052318-13: Moved by Member Betsworth and seconded by Member Dunlop that staff be directed to report on phasing in development of the Westshore Recreation Facility for further consideration.

CARRIED

CORRESPONDENCE (for direction)

County of Simcoe Fetal Alcohol Spectrum Disorder Committee, 05/02/18, with respect to FASD Awareness Day.

MOTION CSC052318-14: Moved by Member Burkett and seconded by Member Westcott that as requested by the County of Simcoe Fetal Alcohol Spectrum Disorder Prevention Committee in a letter, dated May 2, 2018, September 9, 2018 be proclaimed FASD Awareness Day in the Township of Severn, without advertising.

CARRIED

Coldwater Mill Heritage Foundation, 05/01/18, with respect to Use of a Garbage Bin – Coldwater Arena.

MOTION CSC052318-15: Moved by Member Taylor and seconded by Member Dunlop that a request of the Coldwater Mill Heritage Foundation, dated May 1, 2018, for use of a garbage bin at the Coldwater Arena be received;
AND FURTHER THAT this matter be deferred to the June Council Meeting;
AND FURTHER THAT the Clerk contact the Mill requesting additional information for alternative sites.

CARRIED

Dave Russell, 04/29/18, with respect to Garbage Pickup – Narrows Road.

MOTION CSC052318-16: Moved by Member Taylor and seconded by Member Dunlop that a letter from Dave Russell, dated April 29, 2018, with respect to garbage pickup on Narrows Road be received;
AND FURTHER THAT Mr. Russell be forwarded the information on Pitch In Week with respect to this matter;
AND FURTHER THAT the By-law Enforcement Officer be requested to contact Mr. Russell to assist with this matter;
AND FURTHER THAT this Council extend its sincere appreciation to Mr. Russell for his contributions to the Port Severn community.

CARRIED

Severn Sound Environmental Association, 05/09/18, with respect to Renewal of the Ontario Clean Water Act Part IV Delegation Agreement.

MOTION CSC052318-17: Moved by Member Stevens and seconded by Member Westcott that a letter from Severn Sound Environmental Association, dated May 9, 2018, with respect to renewal of the Ontario Clean Water Act Part IV Delegation Agreement be received;
AND FURTHER THAT this municipality approve the extension of this agreement for an additional 3 years to August 31, 2021.

CARRIED

MTE Consultants Inc., 04/30/18, with respect to Cumberland Quarry – Part Lots 12, 13 & 14, Concession 11.

MOTION CSC052318-18: Moved by Member Stevens and seconded by Member Westcott that the correspondence, dated April 30, 2018, from MTE Consultants Inc. regarding the proposed Cumberland Quarry Aggregate Resource Act License Application – Category 2 Quarry Below Water on Part Lots 12, 13 & 14, Concession 11, be received;
AND FURTHER THAT the Ministry of Natural Resources (MNR) – Midhurst District and the applicant (c/o MTE Consultants Inc.) be advised that Planning Act Applications for a Township Official Plan Amendment, Zoning By-law Amendment and Site Plan Agreement are required
AND FURTHER THAT once the applications for a Township Official Plan Amendment, Zoning By-law Amendment and Site Plan are submitted for consideration, together with deposits for Legal Fees & Peer Review(s) at the full expense of the applicant, the Township will be in a position to provide a review of the proposal and offer comment;
AND FURTHER THAT the applications shall address matters including, but not limited to, municipal road access to the subject lands, a Haul Route Agreement and Site-specific Exception requests to the Township's Zoning By-law;
AND FURTHER THAT the County of Simcoe Planning, Development & Tourism Department be provided with a copy of the Township’s comments on the proposal; AND FURTHER THAT until such time as the required Planning Act applications have been considered, the Township cannot support the proposal.

CARRIED

Coldwater Ice Wolves, 05/15/18, with respect to a Reduction in Rental Rates – Practice Ice Time.

**MOTION CSC052318-10**: Moved by Member Burkett and seconded by Member Dunlop that a request of the Coldwater Ice Wolves, dated May 15, 2018, with respect to a reduced rental rate for ice practice be approved.

CARRIED

**COMMITTEE UPDATES**

**Member Dunlop**
- Ramara Chamber of Commerce
- Copper Pot Grand Opening
- Severn Public Library Board
- Orillia Chamber of Commerce
- Elmvale Log Sawing Contest

**Member Betsworth**
- Soldiers Memorial Hospital Volunteer Dinner
- ODAS Park
- Marchmont Ratepayers Association

**Member Burkett**
- County of Simcoe

**Member Stevens**
- Severn Sound Environmental Association
- Orillia Public Library Board
- Cumberland Quarry Open House
Member Westcott
- Washago Garden Club
- Washago Community Centre
- July 1st Parade
- Muskoka Street Upgrades

Member Cox
- County of Simcoe
- Coldwater Duck Race

Member Taylor
- SEGBAY Chamber of Commerce

Motion to close the meeting to the public.

MOTION CSC052318-19: Moved by Member Westcott and seconded by Member Burkett that this meeting be and it is hereby now closed to the public pursuant to the Municipal Act, S.O. 2001, Chapter 25, Section 239.(2), for the purpose of considering:
(a) personal matters about an identifiable individual, including municipal or local board employees; and
(b) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

CARRIED

CONFIDENTIAL

Motion to reopen the meeting to the public.

MOTION CSC052318-20: Moved by Member Stevens and seconded by Member Westcott that this meeting be and it is hereby now reopened to the public.

CARRIED

Reports from Officials

Confidential Administration Report No. A18-016, 05/11/18, with respect to a Performance Evaluation.

MOTION CSC052318-21: Moved by Member Betsworth and seconded by Member Taylor that Confidential Administration Report No. A18-016, dated
May 23, 2018

May 11, 2018, with respect to a Performance Evaluation be received;
AND FURTHER THAT the employee be moved to Step 5 of Band 4 effective on their anniversary date.

CARRIED

Correspondence

WeirFoulds, 03/23/18, with respect to appointment to the Georgian Bay Chamber of Commerce (SEGBAY).

MOTION CSC052318-22: Moved by Member Stevens and seconded by Member Westcott that a letter from WeirFoulds, dated March 23, 2018, with respect to appointment to the Georgian Bay Chamber of Commerce (SEGBAY) be received;
AND FURTHER THAT the correspondence be forwarded to the Integrity Commissioner for comments.

CARRIED

ADJOURNMENT – 12:20 p.m.

Motion to adjourn.

MOTION CSC052318-23: Moved by Member Dunlop and seconded by Member Taylor that this meeting be and it is hereby now adjourned.

CARRIED

Judith Cox, Chair

Sharon R. Goerke, Clerk
THE CORPORATION OF THE TOWNSHIP OF SEVERN

BY-LAW NO. 2018-29

BEING A BY-LAW TO DESIGNATE CERTAIN DUTIES TO THE CLERK UNDER THE MUNICIPAL ELECTIONS ACT

WHEREAS Section 88.7 of the Municipal Elections Act provides that a municipality has the authority to remove advertisements or discontinue advertising if it is satisfied that there is a contravention of the Act;

AND WHEREAS it is deemed to be expedient to delegate these municipal duties to the Clerk;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SEVERN HEREBY ENACTS AS FOLLOWS:

1. That the duties contained in the following Section 88.7 of the Municipal Elections Act are hereby delegated to the Clerk:

   88.7 If a municipality is satisfied that there has been a contravention of Sections 88.3, 88.4 or 88.5, the municipality may require a person who the municipality reasonably believes contravened the section or caused or permitted the contravention, or the owner or occupier of the land on which the contravention occurred, to remove the advertisement or discontinue advertising.

2. That this By-law shall come into force and effect on the date of passing thereof.

By-law read a first and second time this 6th day of June, 2018.

By-law read a third time and finally passed this 6th day of June, 2018.

CORPORATION OF THE TOWNSHIP OF SEVERN

MAYOR

CLERK
THE CORPORATION OF THE TOWNSHIP OF SEVERN

BY-LAW NO. 2018-30

BEING A BY-LAW RESTRICTING THE WEIGHT OF VEHICLES PASSING OVER BRIDGES

WHEREAS the Highway Traffic Act, R.S.O. 1990, as amended, Chapter H.8, Section 123.(2), provides that the Municipal Corporation or other authority having jurisdiction over a bridge may by By-law limit the gross vehicle weight of any vehicle or any class thereof passing over the bridge;

AND WHEREAS it is deemed expedient to limit the weight of vehicles passing over bridges located within the Corporation of the Township of Severn;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SEVERN HEREBY ENACTS AS FOLLOWS:

1. That no vehicles or combination of vehicles or any class thereof, whether empty or loaded, shall be operated over bridges with a gross weight in excess of the safe load limit (tonnes) shown in Schedule "A" attached hereto and forming part of this By-law.

2. That any person violating the provisions of this By-law shall be subject to the penalties provided for under the Highway Traffic Act, R.S.O. 1990, Section 125.

3. That By-law No. 2012-10 be and it is hereby repealed.

4. That this By-law shall not become effective until a notice of the limit of weight permitted, legibly printed, has been posted in a conspicuous place at each end of the subject bridges contained herein.

By-law read a first and second time this 6th day of June, 2018.

By-law read a third time and finally passed this 6th day of June, 2018.

CORPORATION OF THE TOWNSHIP OF SEVERN

MAYOR

CLERK
<table>
<thead>
<tr>
<th>BRIDGE NO.</th>
<th>STRUCTURE LOCATION</th>
<th>SAFE LOADS</th>
</tr>
</thead>
</table>
| 11         | Reinbird Street    | 9 Tonnes – Single Axle  
|            |                    | 17 Tonnes – Tandem Axle 
|            |                    | 24 Tonnes – Triple Axle |
| 13         | Hampshire Mills Line 
| Lot 14, Concessions 6 & 7, 
| 2.30 km North of Cambrian Road | 14 Tonnes |
| 19         | Kitchen Sideroad   | 13 Tonnes |
| Lot 6, Concession 5, 1.40 km East of Church Line North |
| 27         | Maple Valley Road  | 14 Tonnes |
| Lots 15/16, Concession 6, 0.30 km West of Hampshire Mills Line |
| 28         | Hampshire Mills Line 
| Lot 15, Concessions 6 & 7, 1.80 km North of Cambrian Road | 14 Tonnes |
THE CORPORATION OF THE TOWNSHIP OF SEVERN

BY-LAW NO. 2018-31

BEING A ZONING BY-LAW TO REGULATE THE USE OF LAND AND THE CHARACTER, LOCATION AND USE OF BUILDINGS OR STRUCTURES ON CERTAIN LANDS DESCRIBED AS PART LOT 11, CONCESSION 11, FORMER TOWNSHIP OF MATCHEDASH, NOW IN THE TOWNSHIP OF SEVERN (2837 Hord Way)

WHEREAS the matters hereinafter set out comply with the Official Plan in effect for the Township of Severn;

AND WHEREAS the Council of the Corporation of the Township of Severn deems it advisable to amend the provisions of Zoning By-law No. 2010-65, as otherwise amended, as they apply to those lands described as Part Lot 11, Concession 11, Matchedash, now in the Township of Severn, municipally known as 2837 Hord Way;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SEVERN HEREBY ENACTS AS FOLLOWS:

1. THAT Schedule "B-3" of Zoning By-law No. 2010-65, as otherwise amended, is hereby amended by changing the Zone Classification on certain lands described as Part Lot 11, Concession 11, Matchedash, municipally known as 6651 Upper Big Chute Road, from the Greenlands (GL) Zone to the Greenlands Exception Nine (GL-9) Zone, in accordance with Schedule "1" attached hereto and forming part of this By-law.

2. THAT Section 9.5.3 entitled "Exceptions to Greenlands (GL) Zone" of Zoning By-law No. 2010-65, as amended, is hereby further amended by adding the following to the Table at the end thereof:

<table>
<thead>
<tr>
<th>Exception</th>
<th>By-law</th>
<th>Location</th>
<th>Schedule</th>
<th>Special Provisions</th>
</tr>
</thead>
<tbody>
<tr>
<td>GL-9</td>
<td>2018-31</td>
<td>Part Lot 11, Concession 11, Matchedash.</td>
<td>B-3</td>
<td>Special Provisions:</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>i) To permit Shoreline Structures in accordance with the provisions within Section 3.2.12;</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>ii) To notwithstanding Section 3.26.1 (frontage on a public street); and</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>iii) To be subject to Sections 3.2.5 and 3.2.7 (accessory building size and number).</td>
</tr>
</tbody>
</table>

3. THAT Zoning By-law No. 2010-65, as otherwise amended, is hereby 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.
4. 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 6th day of June, 2018.

By-law read a third time and finally passed this 6th day of June, 2018.

CORPORATION OF THE TOWNSHIP OF SEVERN

______________________________
MAYOR

______________________________
CLERK
SCHEDULE "1"

PART LOT 11, CONCESSION 11, FORMER TOWNSHIP OF MATCEDASH, NOW IN THE TOWNSHIP OF SEVERN (2837 HORD WAY)

Lands rezoned from the Greenlands (GL) Zone to site-specific Greenlands Exception Nine (GL-9) Zone

This is Schedule '1' to By-law No. 2018-31
Passed the 6th day of June, 2018

MAYOR

CLERK
THE CORPORATION OF THE TOWNSHIP OF SEVERN

BY-LAW NO. 2018-32

BEING A ZONING BY-LAW TO REGULATE THE USE OF LAND AND THE CHARACTER, LOCATION AND USE OF BUILDINGS OR STRUCTURES ON CERTAIN LANDS DESCRIBED AS WEST PART LOT 2, CONCESSION 2, IN THE FORMER TOWNSHIP OF NORTH ORILLIA, NOW IN THE TOWNSHIP OF SEVERN (4163 Wainman Line)

WHEREAS the matters hereinafter set out comply with the Official Plan in effect for the Township of Severn;

AND WHEREAS the Council of the Corporation of the Township of Severn deems it advisable to amend the provisions of Zoning By-law No. 2010-65, as otherwise amended, as they apply to those lands described as West Part Lot 2, Concession 2, in the former Township of Orillia, now in the Township of Severn, municipally known as 4163 Wainman Line;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SEVERN HEREBY ENACTS AS FOLLOWS:

1. THAT Schedule "S-9-10 & S-9-11" of Zoning By-law No. 2010-65, as otherwise amended, is hereby amended by changing the Zone Classification on certain lands described as West Part Lot 2, Concession 2, in the former Township of Orillia, municipally known as 4163 Wainman Line, from the Rural (RU) Zone to the Rural Exception Nineteen (RU-19) Zone, in accordance with Schedule "1" attached hereto and forming part of this By-law.

2. THAT Section 5.5.2 entitled "Exceptions to Rural (RU) Zone" of Zoning By-law No. 2010-65, as amended, is hereby further amended by adding the following to the Table at the end thereof:

<table>
<thead>
<tr>
<th>Exception</th>
<th>By-law</th>
<th>Location</th>
<th>Schedule</th>
<th>Special Provisions</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>i) In addition to the Permitted Uses under Section 6.3, a Garden Suite is permitted as a temporary use for a period not to exceed ten years, subject to the provisions of Section 3.8</td>
</tr>
</tbody>
</table>

3. THAT Zoning By-law No. 2010-65, as otherwise amended, is hereby 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.
4. 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 6th day of June, 2018.

By-law read a third time and finally passed this 6th day of June, 2018.

CORPORATION OF THE TOWNSHIP OF SEVERN

MAYOR

CLERK
Lands rezoned from the Rural (RU) Zone to site-specific Rural Exception Nineteen (RU-19) Zone

This is Schedule '1' to By-law No. 2018-32
Passed the 6th day of June, 2018

MAYOR

CLERK
THIS PAGE HAS BEEN LEFT BLANK INTENTIONALLY
CORPORATION OF THE TOWNSHIP OF SEVERN

BY-LAW NO. 2018-33

BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF A LICENSE AGREEMENT BETWEEN THE CORPORATION OF THE TOWNSHIP OF SEVERN AND DDRC INCORPORATED (River Emporium) TO PROVIDE FOR MAINTENANCE AND REPAIR OF THE WHARF LOCATED AT SEVERN FALLS (Severn Falls Dock)

WHEREAS the Municipal Act, S.O. 2001, Section 8. (1), provides that Section 8. of the Act shall be interpreted broadly so as to confer broad authority on Municipalities to enable them to govern their affairs as they consider appropriate and to enhance their ability to respond to municipal issues;

AND WHEREAS the Municipal Act, S.O. 2001 (the "Act"), Section 9., provides a Municipality with the capacity, rights, powers and privileges of a natural person for the purposes of exercising its authority under this or any other Act;

AND WHEREAS it is deemed expedient to enter into a License Agreement to provide for maintenance and repair of the Severn Falls Dock;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SEVERN HEREBY ENACTS AS FOLLOWS:

1. That the Corporation of the Township of Severn enter into a License Agreement with DDRC Incorporated in the form of Schedule "A" attached hereto and forming part of this By-law.

2. That the Mayor and Clerk be and they are hereby authorized to execute on behalf of the Corporation a License Agreement in the form of Schedule "A" attached hereto and forming part of this By-law.

3. That this By-law shall come into force and effect on the 1st day of May, 2018.

4. That By-law No. 2017-08 be and it is hereby now repealed.

By-law read a first and second time this 6th day of June, 2018.

By-law read a third time and finally passed this 6th day of June, 2018.

CORPORATION OF THE TOWNSHIP OF SEVERN

MAYOR

CLERK
SCHEDULE “A” TO BY-LAW NO. 2018-33

LICENCE AGREEMENT

THIS AGREEMENT MADE BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF SEVERN

(whereinafter called the "Township")

- and -

DDRC INCORPORATED (River Emporium)

(whereinafter called the "Licensee")

1) GRANT OF LICENCE

The Township hereby grants to the Licensee the right to use the facility described in Schedule "A" attached hereto (the "premises") according to the terms and conditions of this Agreement.

2) USE OF PREMISES

The Licensee shall use the premises only as a public wharf and launching ramp which shall include the right of the Licensee to charge fees to members of the public for overnight boat docking and launching.

3) TERM

This Licence shall commence on the 1st day of May, 2018 and shall continue for a three (3) year term until the 31st day of May, 2021 unless terminated earlier in accordance with the terms of this Agreement.

4) LICENCE FEE

4.1 The Licensee shall pay to the Township annually in advance a Licence fee of $500.00 per year. This fee shall be payable on the date of execution of the Agreement for the first year and thereafter shall be payable on or before April 1st of each succeeding year. The Licence fee shall be subject to any additional applicable taxes.

4.2 That the Licensee shall be required to submit annual financial statements to the Township outlining income and expenses for the year.

5) MAINTENANCE AND REPAIR

5.1 Subject to the provisions of this paragraph the Licensee shall, at its sole cost and expense, maintain and repair the premises in a safe, clean and orderly condition to the satisfaction of the Township from the fees charged to members of the public for overnight boat docking and launching.

5.2 The Licensee’s obligation under subsection 5.1 shall be limited to those expenses that would reasonably be categorized as operating expenses. The Township shall be responsible for those expenditures that would reasonably be categorized as capital expenses, subject to the appropriation of funds in the Township’s annual budget process. Notwithstanding the foregoing, the Licensee shall be responsible for any capital replacement or expenditure required as a result of damage to the premises by the Licensee, its agents or by those permitted to use the premises by the Licensee.
5.3 The Licensee is also responsible for the care of annual flowers provided by the Township of Severn including watering and fertilizing located in the vicinity of the Severn Falls Dock at their own cost.

5.4 Both parties to this Agreement shall meet on an annual basis to review the condition of the dock.

5.5 Township staff will conduct periodic inspections during the term of this Agreement.

6. UTILITIES

The Licensee shall be responsible for all utility charges with respect to the premises and agrees to pay an annual invoice from the Township on an annual basis.

7. INDEMNITY

The Licensee agrees to indemnify and save harmless the Township from and against any and all claims for loss, injury or damage to persons or property arising out of the activities of the Licensee or in any way from the granting of this Licence.

8. INSURANCE

8.1 The Licensee agrees to obtain and keep in force during the term of this Licence Agreement a policy of insurance containing terms, conditions and deductibles satisfactory to the Township in which the Township shall be one of the named insured and to provide for comprehensive general public liability insurance with limits of not less than $2 million dollars. This policy shall contain a cross-liability clause and the Licensee shall provide the Township with a certified copy of such policy and each renewal thereof prior to expiry.

8.2 The Licensee shall make all appropriate payments required under the Worker's Compensation Act and shall provide evidence of compliance with the said Act when requested by the Township.

9. POLLUTION

9.1 The Licensee shall not discharge, cause or permit to be discharged onto the premises or into the waterway abutting the premises any environmental contaminant including oil, petroleum and petroleum products and shall be responsible for any clean-up costs or other damages resulting from its default in complying with the terms of this paragraph.

9.2 The Licensee shall have a Spill Kit available at the docking facility in the event of spillage in the area of the dock.

10. NUISANCE

The Licensee shall not, at any time during the currency of this Licence Agreement, do, cause or permit to be done any act or thing in or upon the premises which shall or may be, or might become an annoyance, nuisance or disturbance to the occupants of any lands or premises adjoining or in the vicinity of the premises and of which the Township shall be the sole judge and its decision thereon binding on the Licensee.
11. **IMPROVEMENTS TO PREMISES**

   The Licensee shall not construct or erect any buildings, improvements or other capital structures on the premises without the prior written consent of the Township.

12. **ASSIGNMENT**

   The Licensee may not make any Assignment of this Agreement nor any transfer of its rights and privileges hereunder without first obtaining the prior written consent of the Township.

13. **COMPLIANCE WITH LAW**

   The Licensee shall in all respects comply with all Municipal, Provincial and Federal By-laws, Acts and Regulations in any manner affecting the premises.

14. **DEFAULT**

   In the event that the Licensee is in default under any of the provisions of this Agreement and such default is not corrected within 15 days after written notice given by the Township and received by the Licensee, then this Agreement may be terminated by the Township without further notice and thereupon this Licence Agreement shall be determined and ended without prejudice to the Township's other rights and remedies arising from such default.

15. **CANCELLATION**

   The Township of Severn and the Licensee reserve the right to cancel this Agreement with thirty (30) days notice in writing at any time during the term of this Agreement.

16. **LICENSEE NOT AN AGENT**

   The Licensee is independent of the Township and nothing in this Agreement shall be construed to make the Licensee an agent or employee of the Township.

17. **NOTICE**

   Whenever it is required or permitted that the Township give notice or demand to the Licensee, such notice or demand shall be in writing and will be validly given if personally delivered or forwarded by registered mail to the Licensee at the following address:

   DDRC Incorporated  
c/o River Emporium (Bailey Parkes)  
99 West Drive, Suite C  
Brampton, Ontario  
L6T 2J6

   If the notice or demand is delivered personally then it shall be deemed to have been received at the time of delivery, and if sent by registered mail shall be deemed to have been received on the third day after mailing.

18. **GENERAL**

   This Agreement shall bind the parties, their heirs, executors and administrators and permitted assigns.
IN WITNESS WHEREOF the parties have hereunto set their hands and seals.

Signed by the Corporation of the Township of Severn this day of , 2018.

CORPORATION OF THE TOWNSHIP OF SEVERN

MAYOR

CLERK

Signed by the Licensee this day of , 2018.

DDRC INCORPORATED
Bailey Parkes

I have the authority to bind the Corporation.
SCHEDULE "A"

Severn Falls Dock
1730 Earl Haid Avenue
5-265-01 (552)
WHEREAS the Municipal Act, S.O. 2001, Chapter 25, Section 290.(1), provides that the Council of the local municipality shall in each year prepare and adopt a budget including estimates of all sums required during the year for the purposes of the Municipality;

AND WHEREAS the Municipal Act, S.O. 2001, Chapter 25, Section 312.(2), provides that to raise the general local municipality levy, a local municipality shall each year pass a By-law levying a separate tax rate, as specified in the By-law, on the assessment in each property class in the local municipality rateable for local municipality purposes;

AND WHEREAS the Municipal Act, S.O. 2001, Chapter 25, Section 307.(1), provides that all taxes shall be levied upon the whole of the assessment for real property or other assessments made under the Assessment Act according to the amounts assessed and not upon one or more kinds of property or assessment or in different proportions;

AND WHEREAS the Municipal Act, S.O. 2001, Chapter 25, Section 307.(2), provides that if taxes, fees or charges are expressly or in effect directed or authorized to be levied upon rateable property of a municipality for municipal purposes:

(a) such taxes, fees or charges shall be calculated as percentages of the assessment for real property in each property class; and
(b) the tax rates and the rates to raise the fees or charges shall be in the same proportion to each other as the tax ratios established for the property classes are to each other;

AND WHEREAS certain regulations require reductions in certain tax ratios for certain classes or subclasses of property;

AND WHEREAS the Municipal Act, S.O. 2001, Chapter 25, Section 329.(1), provides that the taxes for municipal and school purposes for a taxation year to be levied on a property shall be the amount determined in accordance with the following:

1. Determine the taxes for the previous year in accordance with Subsection (2).
2. Add 5 per cent of the amount determined under Paragraph 1 to the amount determined under Paragraph 1;  
3. The amount determined under Paragraph 2 shall be adjusted, in accordance with the regulations, in respect of changes in taxes for municipal purposes.  
4. The taxes for the property for the taxation year shall be equal to the amount determined under Paragraph 2 and adjusted under Paragraph 3, if applicable;  

AND WHEREAS the Assessment Act, R.S.O. 1990, Chapter A.31, as amended, establishes the classes of real property and methods of assessment, as well as provides for alterations to the Collector’s Roll;  
AND WHEREAS the Education Act, R.S.O. 1990, Chapter E.2, Section 257.7(1), as amended, provides that every Municipality shall in each year levy and collect the tax rates as prescribed on all residential and business property taxable for school purposes, according to the last return of Assessment Roll;  
AND WHEREAS the Council of the County of Simcoe has enacted By-law No. 5896 to establish County rates and tax ratios for the year 2018;  
AND WHEREAS the Province of Ontario has established Ontario Regulations for the 2018 Education Tax Rates as set by the Minister of Finance;  
AND WHEREAS an Interim levy was made before the adoption of the estimates for the current year;  
AND WHEREAS in accordance with the Township Notice By-law public notice was provided of Council’s intention to adopt the 2018 annual budget, including water and sewer fees, at a meeting scheduled for June 6, 2018;  

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SEVERN HEREBY ENACTS AS FOLLOWS:  

1. That for the year 2018, the Corporation of the Township of Severn shall levy the estimated sum of $7,793,603.00 for General Township Expenditures (Operating and Capital), $2,402,546.00 for Policing Services on the assessment in each property class in the local municipality rateable for local municipality purposes.  
2. That for the year 2018, the Corporation of the Township of Severn shall levy the estimated sum of $7,850,977.00 for the County of Simcoe purposes on the assessment in each property class in the local municipality rateable for upper tier purposes.  
3. That for the year 2018 the Corporation of the Township of Severn shall levy the estimated sum of $25,000.00 for the Coldwater Business Improvement Area on the commercial and industrial assessments in the designated improvement area as established by By-law No. 2009-65 and as set forth in Schedule “A” attached hereto and forming part of this By-law.
4. That the estimates for the current year be adopted as set forth in Schedule “A” attached hereto and forming part of this By-law.

5. That the levy provided for in Schedule “A” attached hereto and forming part of this By-law shall be reduced by the rates levied by the interim tax notices.

6. That for payment in lieu of taxes due to the Corporation of the Township of Severn the actual amount due shall be based on the Assessment Roll, as adjusted, and the tax rates for the year 2018.

7. That payment for the railway right-of-ways and power utility lines due to the Corporation of the Township of Severn in accordance with the Regulations as established by the Minister of Finance.

8. That taxes shall be payable to the Township of Severn at:

8.1 The office of the Treasurer in the Municipal Building at the Township of Severn;

8.2 At most chartered banks located in the Province of Ontario; or

8.3 Telephone / Online Banking Payment Services offered by the following banks:
   - Bank of Montreal
   - Scotia Bank
   - Canadian Imperial Bank of Commerce
   - Credit Union
   - National Bank
   - Royal Bank
   - Telpay
   - TD Canada Trust

8.4 That the date of demand with respect to taxes levied under the provision of this By-law shall be no later than the 15th day of July, 2018.

8.5 That the due dates with respect to taxes levied pursuant to the provision of this By-law are:

Non-Capped Classes

<table>
<thead>
<tr>
<th>Instalment</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>3rd</td>
<td>August 8, 2018</td>
</tr>
<tr>
<td>4th</td>
<td>October 8, 2018</td>
</tr>
</tbody>
</table>

8.6 That the due dates with respect to taxes levied pursuant to the provision of this By-law are:

Capped Classes

<table>
<thead>
<tr>
<th>Instalment</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>3rd</td>
<td>August 8, 2018</td>
</tr>
<tr>
<td>4th</td>
<td>October 8, 2018</td>
</tr>
</tbody>
</table>

9. That the Treasurer of the Corporation of the Township of Severn is hereby authorized and directed to mail or cause to be mailed to the address of the resident or place of business of each person taxed a Notice, no later than 21 days prior to the date the first instalment is due, specifying the amount of taxes payable by such person, pursuant to the provisions of this By-law, including other rates and charges.

10. That the Township Treasurer is hereby authorized to accept part payment from time to time on account of any taxes, as aforesaid, which have become due and to give a receipt for such part payment, but the acceptance of any such part payment shall not affect the collection of any percentage charge imposed and collectable under Sections 10 and 11 hereof, in respect of non-payment of any taxes or class of taxes.
11. That a penalty of one and one-quarter percent (1 1/4%) shall be added to any property tax instalment as provided for in this By-law or any part thereof, remaining unpaid on the first day following the last date for payment of each instalment. Thereafter a further penalty charge of one and one-quarter percent (1 1/4%) shall be added to each real property tax instalment or part thereof remaining unpaid on the first day of each calendar month up to and including December of the current year. Subsequent to December 31st in the year in which taxes are levied and remain unpaid, interest of one and one quarter percent (1 1/4%) will be applied on the first of each month.

12. That a penalty of one and one-quarter percent (1 1/4%) shall be added to any business tax instalment as provided for in this By-law or any part thereof, remaining unpaid on the first day following the last date for payment of each instalment. Thereafter a further penalty charge of one and one-quarter percent (1 1/4%) shall be added to each business tax instalment or part thereof remaining unpaid on the first day of each calendar month up to and including December of the current year. Subsequent to December 31st in the year in which taxes are levied and remain unpaid, interest of one and one quarter percent (1 1/4%) will be applied on the first of each month.

13. That nothing herein contained shall prevent the Treasurer from proceeding at any time with the collection of any rate, tax, or assessment or part thereof in accordance with the provisions of the Statutes and By-laws governing the collection of taxes.

14. That the Treasurer has no authority to waive penalties of more than $100.00 or alter discounts for any reason.

15. That a Reserve for Vehicle Equipment Replacement is hereby established; public works and utilities equipment shall be "charged out" at rental rates as set from time to time; and any surplus/deficit resulting from the difference between the rental rates charged for vehicles and equipment used and the expenditures incurred in the operation and maintenance of said equipment shall be accounted for in said reserve or account.

16. That the amount of surplus for the year 2018 shall not exceed the amount of $2,500.00. Any amount up to the first $150,000.00 from the year end municipal surplus shall be deposited to a Fire Vehicle Replacement Reserve Account and the balance of any surplus over and above $150,000.00 shall be placed in reserves as directed by Council with any remaining surplus being placed in the Reserve for Working Capital.

17. That the amount of deficit for the year 2018 shall not exceed $0. The "Reserve or Account for Working Capital" account shall be adjusted to give effect to this provision.

18. That this By-law shall come into force and effect on the 1st day of January, 2018.

By-law read a first and second time this 6th day of June, 2018.

By-law read a third time and finally passed this 6th day of June, 2018.

CORPORATION OF THE TOWNSHIP OF SEVERN

MAYOR

CLERK
### SCHEDULE “A” TO BY-LAW NO. 2018-34

Township of Severn Tax Rates – 2018

<table>
<thead>
<tr>
<th>Property Class</th>
<th>Tax Class</th>
<th>Township</th>
<th>Police</th>
<th>County</th>
<th>Education</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>RESIDENTIAL/FARM</td>
<td>RT</td>
<td>.00282936</td>
<td>.00087221</td>
<td>.00285019</td>
<td>.00170000</td>
<td>.00825176</td>
</tr>
<tr>
<td>RESIDENTIAL/FARM – FARMLAND WAITING DEVELOPMENT</td>
<td>R1</td>
<td>.00212202</td>
<td>.00065416</td>
<td>.00213764</td>
<td>.00127500</td>
<td>.00618882</td>
</tr>
<tr>
<td>MULTI-RESIDENTIAL</td>
<td>MT</td>
<td>.00359117</td>
<td>.00110705</td>
<td>.00361760</td>
<td>.00170000</td>
<td>.01001582</td>
</tr>
<tr>
<td>COMMERCIAL – OCCUPIED</td>
<td>CT</td>
<td>.00354284</td>
<td>.00109210</td>
<td>.00356872</td>
<td>.01090000</td>
<td>.01910346</td>
</tr>
<tr>
<td>COMMERCIAL – VACANT UNITS</td>
<td>CU</td>
<td>.00247985</td>
<td>.00076447</td>
<td>.00249811</td>
<td>.00763000</td>
<td>.01337243</td>
</tr>
<tr>
<td>COMMERCIAL – VACANT LANDS</td>
<td>CX</td>
<td>.00247985</td>
<td>.00076447</td>
<td>.00249811</td>
<td>.00763000</td>
<td>.01337243</td>
</tr>
<tr>
<td>NEW CONSTRUCTION COMMERCIAL – OCCUPIED</td>
<td>XT</td>
<td>.00354284</td>
<td>.00109210</td>
<td>.00356872</td>
<td>.01090000</td>
<td>.01910346</td>
</tr>
<tr>
<td>NEW CONSTRUCTION COMMERCIAL – VACANT</td>
<td>XY</td>
<td>.00247985</td>
<td>.00076447</td>
<td>.00249811</td>
<td>.00763000</td>
<td>.01337243</td>
</tr>
<tr>
<td>SHOPPING CENTRE – OCCUPIED</td>
<td>ST</td>
<td>.00354284</td>
<td>.00109210</td>
<td>.00356872</td>
<td>.01090000</td>
<td>.01910346</td>
</tr>
<tr>
<td>SHOPPING CENTRE – VACANT</td>
<td>SU</td>
<td>.00247985</td>
<td>.00076447</td>
<td>.00249811</td>
<td>.00763000</td>
<td>.01337243</td>
</tr>
<tr>
<td>INDUSTRIAL – OCCUPIED</td>
<td>IT</td>
<td>.00408286</td>
<td>.00125983</td>
<td>.00411292</td>
<td>.01340000</td>
<td>.02268441</td>
</tr>
<tr>
<td>INDUSTRIAL – VACANT UNITS</td>
<td>IU</td>
<td>.00285801</td>
<td>.00088104</td>
<td>.00287904</td>
<td>.00938000</td>
<td>.01599809</td>
</tr>
<tr>
<td>INDUSTRIAL – VACANT LANDS</td>
<td>IX</td>
<td>.00285801</td>
<td>.00088104</td>
<td>.00287904</td>
<td>.00938000</td>
<td>.01599809</td>
</tr>
<tr>
<td>NEW CONSTRUCTION INDUSTRIAL – OCCUPIED</td>
<td>JT</td>
<td>.00408286</td>
<td>.00125983</td>
<td>.00411292</td>
<td>.01090000</td>
<td>.02035441</td>
</tr>
<tr>
<td>NEW CONSTRUCTION INDUSTRIAL – VACANT UNITS</td>
<td>JU</td>
<td>.00285801</td>
<td>.00088104</td>
<td>.00287904</td>
<td>.00763000</td>
<td>.01424809</td>
</tr>
<tr>
<td>NEW CONSTRUCTION INDUSTRIAL – VACANT LAND</td>
<td>JX</td>
<td>.00285801</td>
<td>.00088104</td>
<td>.00287904</td>
<td>.00763000</td>
<td>.01424809</td>
</tr>
<tr>
<td>PIPELINES</td>
<td>PT</td>
<td>.00354284</td>
<td>.00113001</td>
<td>.00356872</td>
<td>.1301304</td>
<td>.02150806</td>
</tr>
<tr>
<td>FARMLANDS</td>
<td>FT</td>
<td>.00070734</td>
<td>.00021805</td>
<td>.00071255</td>
<td>.00425000</td>
<td>.00206294</td>
</tr>
<tr>
<td>MANAGED FORESTS</td>
<td>TT</td>
<td>.00070734</td>
<td>.00021805</td>
<td>.00071255</td>
<td>.00425000</td>
<td>.00206294</td>
</tr>
<tr>
<td>RAILWAY ROW – CN</td>
<td>WT</td>
<td>110.00 / acre</td>
<td>.0021805</td>
<td>.0071255</td>
<td>.00425000</td>
<td>.00206294</td>
</tr>
<tr>
<td>RAILWAY ROW – CP</td>
<td>WT</td>
<td>110.00 / acre</td>
<td>.0021805</td>
<td>.0071255</td>
<td>.00425000</td>
<td>.00206294</td>
</tr>
<tr>
<td>UTILITY TRANSMISSIONS</td>
<td>UH</td>
<td>19.94 / acre</td>
<td></td>
<td></td>
<td>.00425000</td>
<td>.00206294</td>
</tr>
</tbody>
</table>

The first subclass of farmland awaiting development in the residential class is 25%.
The second subclass of farmland awaiting development in the residential class is 0%.
Coldwater Business Improvement Area Rate = .00150412
THE CORPORATION OF THE TOWNSHIP OF SEVERN

BY-LAW NO. 2018-35

BEING A BY-LAW TO IMPOSE FEES AND CHARGES WITH RESPECT TO THE PROVISION OF RECREATION SERVICES BY THE CORPORATION OF THE TOWNSHIP OF SEVERN

WHEREAS the Municipal Act, S.O. 2001, Chapter 25, Section 391., authorizes a Municipality to impose fees or charges on persons for services or activities provided or done by or on behalf of it, for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board and for the use of its property, including property under its control;

AND WHEREAS is it deemed expedient to establish a tariff of fees for recreation services;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SEVERN HEREBY ENACTS AS FOLLOWS:

1. That fees and charges with respect to recreation services provided by the Corporation of the Township of Severn in the form of Schedule “A” attached hereto and forming part of this By-law be and they are hereby adopted.

2. That this By-law shall come into force and effect on the date of passing thereof.

By-law read a first and second time this 6th day of June, 2018.

By-law read a third time and finally passed this 6th day of June, 2018.

CORPORATION OF THE TOWNSHIP OF SEVERN

_________________________
MAYOR

_________________________
CLERK
<table>
<thead>
<tr>
<th>Service</th>
<th>Coldwater Arena</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Ice Prime Time</strong></td>
<td></td>
</tr>
<tr>
<td>Adults</td>
<td>$148.24/hour + HST</td>
</tr>
<tr>
<td>Youth</td>
<td>$105.89/hour + HST</td>
</tr>
<tr>
<td>School Board</td>
<td>$48.34/hour + HST</td>
</tr>
<tr>
<td><strong>Ice Non-Prime Time</strong></td>
<td></td>
</tr>
<tr>
<td>Adults</td>
<td>$119.17/hour + HST</td>
</tr>
<tr>
<td>Youth</td>
<td>$64.45/hour + HST</td>
</tr>
<tr>
<td>School Board</td>
<td>$47.39/hour + HST</td>
</tr>
<tr>
<td><strong>Ice Tournament/Special Events</strong></td>
<td></td>
</tr>
<tr>
<td>Adults</td>
<td>$151.92/hour + HST</td>
</tr>
<tr>
<td>Youth</td>
<td>$108.65/hour + HST</td>
</tr>
<tr>
<td>School Board</td>
<td>$81.49/hour + HST</td>
</tr>
<tr>
<td><strong>Use of Hall During Ice Rentals</strong></td>
<td></td>
</tr>
<tr>
<td>Conditions:</td>
<td></td>
</tr>
<tr>
<td>(a) if not already rented</td>
<td></td>
</tr>
<tr>
<td>(b) parental supervision</td>
<td></td>
</tr>
<tr>
<td>(c) no pucks, sticks, games of Chase</td>
<td></td>
</tr>
<tr>
<td>(d) left clean &amp; tidy (as it was)</td>
<td></td>
</tr>
<tr>
<td><strong>Statutory Holiday Surcharge</strong></td>
<td></td>
</tr>
<tr>
<td>Adult Floor</td>
<td></td>
</tr>
<tr>
<td>Set Up (1 day)</td>
<td>$194.70 + HST</td>
</tr>
<tr>
<td>Set Up + Take Down (8 hours each)</td>
<td>$177.00 + HST</td>
</tr>
<tr>
<td>Special Community Group Event</td>
<td>$575.23 + HST</td>
</tr>
<tr>
<td>Special Community Group Event (non-profit)</td>
<td>$265.49 + HST</td>
</tr>
<tr>
<td>Special Event/Private</td>
<td>$769.92 + HST</td>
</tr>
<tr>
<td>Special Event/Profit</td>
<td>$398.23 + HST</td>
</tr>
<tr>
<td><strong>Arena Floor (1 Hour)</strong></td>
<td></td>
</tr>
<tr>
<td>Adults</td>
<td>$50.45 + HST</td>
</tr>
<tr>
<td>Youth</td>
<td>$35.40 + HST</td>
</tr>
<tr>
<td>Adult Floor Tournament</td>
<td>$51.46/hour + HST</td>
</tr>
<tr>
<td>Youth Floor Tournament</td>
<td>$36.11/hour + HST</td>
</tr>
<tr>
<td><strong>Public Use – Ice Time &amp; Arena Floor</strong></td>
<td></td>
</tr>
<tr>
<td>Adults</td>
<td>$2.22 + HST</td>
</tr>
<tr>
<td>Family</td>
<td>$5.31 + HST</td>
</tr>
<tr>
<td>Moms, Pops &amp; Tots</td>
<td>$.89 each + HST</td>
</tr>
<tr>
<td>Puck &amp; Stick Program</td>
<td>$1.77 each + HST</td>
</tr>
<tr>
<td>Seniors Skate</td>
<td>$1.77 each + HST</td>
</tr>
<tr>
<td>Seniors Shinny</td>
<td>$1.77 each + HST</td>
</tr>
<tr>
<td>Shinny</td>
<td>$1.77 each + HST</td>
</tr>
<tr>
<td>Youth</td>
<td>$1.55 + HST</td>
</tr>
</tbody>
</table>
### RECREATION DEPARTMENT

<table>
<thead>
<tr>
<th>SERVICE</th>
<th>FEE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ad Board Rentals (Oct. to Sept.)</td>
<td></td>
</tr>
<tr>
<td>4' x 8' (each)</td>
<td>$11.75/50 ft + HST</td>
</tr>
<tr>
<td>4' x 6' (each)</td>
<td>$11.75/50 ft + HST</td>
</tr>
<tr>
<td>3' x 8' (each)</td>
<td>$11.75/50 ft + HST</td>
</tr>
<tr>
<td>Lobby - 6' x 1.5' (each)</td>
<td>$11.75/50 ft + HST</td>
</tr>
<tr>
<td>Olympus Front Panels (each)</td>
<td>$11.75/50 ft + HST</td>
</tr>
<tr>
<td>Ice Logo Advertising</td>
<td>$11.75/ square foot + HST</td>
</tr>
</tbody>
</table>

### COLDWATER COMMUNITY HALL

<table>
<thead>
<tr>
<th>Receptions/Dances, etc.</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Sunday to Thursday - No Liquor</td>
<td>Non-Profit: $10.00/hour + HST</td>
</tr>
<tr>
<td></td>
<td>Business: $15.00/hour + HST</td>
</tr>
<tr>
<td>Sunday to Thursday - With Liquor</td>
<td>Non-Profit: $15.00/hour + HST</td>
</tr>
<tr>
<td></td>
<td>Business: $18.00/hour + HST</td>
</tr>
<tr>
<td>Friday &amp; Saturday - No Liquor</td>
<td>Non-Profit: $12.00/hour + HST</td>
</tr>
<tr>
<td></td>
<td>Business: $15.00/hour + HST</td>
</tr>
<tr>
<td>Friday &amp; Saturday - With Liquor</td>
<td>Non-Profit: $18.00/hour + HST</td>
</tr>
<tr>
<td></td>
<td>Business: $21.00/hour + HST</td>
</tr>
<tr>
<td>Non-Profit Only - Tournament Ice &amp; Hall</td>
<td>Total Hall Fee Only less 50% (based on per hour)</td>
</tr>
<tr>
<td>Kitchen - Full Use</td>
<td>$37.50</td>
</tr>
<tr>
<td>Kitchen - Coffee Only</td>
<td>$10.00</td>
</tr>
<tr>
<td>Bar Area</td>
<td>$25.00</td>
</tr>
<tr>
<td>Set-Up / Take Down</td>
<td>Per Occasion: $40.00</td>
</tr>
<tr>
<td>Damage Deposit</td>
<td>(non-refundable): $100.00</td>
</tr>
<tr>
<td>Coldwater Shuffleboard Club</td>
<td>$35.70 + HST</td>
</tr>
</tbody>
</table>

### Miscellaneous

| Chair Rental (outside facility) | $.98/each + HST  |
| Table Rental (outside facility) | $1.95/each + HST  |
| Socan Fees (per event) | Without Dancing: As per SOCAN  |
|                         | With dancing: As per SOCAN  |

### SEVERN OUTDOOR FACILITIES

<table>
<thead>
<tr>
<th>Sports Fields &amp; Diamonds</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Adults</td>
<td>$10.23/hour + HST</td>
</tr>
<tr>
<td>Youth</td>
<td>$7.22/hour + HST</td>
</tr>
<tr>
<td>Field Lights</td>
<td>Fee/hour (above) + $10.00/hour + HST</td>
</tr>
<tr>
<td>School Board</td>
<td>No Charge</td>
</tr>
<tr>
<td>Lining (if required)</td>
<td>- $5.41 + HST</td>
</tr>
<tr>
<td>Tournaments/ Special Events</td>
<td>Fee/hour + $25.00/day + HST</td>
</tr>
<tr>
<td>Adults &amp; Youth</td>
<td>Fee/hour + $25.00/day + HST</td>
</tr>
<tr>
<td>School Board</td>
<td>Fee/hour + $25.00/day + HST</td>
</tr>
<tr>
<td>Field Lights</td>
<td>Fee/hour (above) + $10.00/hour + HST</td>
</tr>
</tbody>
</table>

---
## RECREATION DEPARTMENT

<table>
<thead>
<tr>
<th>SERVICE</th>
<th>FEES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diamond Field Lining (Soccer &amp; Ball Diamonds)</td>
<td>$8.30/Lining + HST</td>
</tr>
<tr>
<td>Statutory Holiday Surcharge</td>
<td>Fee + $10.00/hour + HST</td>
</tr>
<tr>
<td>Picnic/ Pavilion Shelter</td>
<td></td>
</tr>
<tr>
<td>Casual Use</td>
<td>No Charge</td>
</tr>
<tr>
<td>Non-Profit</td>
<td>$10.00/hour + HST</td>
</tr>
<tr>
<td>Business</td>
<td>$15.00/hour + HST</td>
</tr>
<tr>
<td>Late Payment Charge – Invoices</td>
<td>1.25% (over 30 days)</td>
</tr>
<tr>
<td>Park Use Fees</td>
<td></td>
</tr>
<tr>
<td>Small Scale – use of area within park</td>
<td></td>
</tr>
<tr>
<td>Non-Profit Rate</td>
<td>$10.00/hour + HST</td>
</tr>
<tr>
<td>Business Rate</td>
<td>$15.00/hour + HST</td>
</tr>
<tr>
<td>Medium Scale – large group with requirements</td>
<td>$100.00/day + HST</td>
</tr>
<tr>
<td>Large Scale – Council approved exclusive use</td>
<td>$200.00/day + HST</td>
</tr>
<tr>
<td>Park Use Fees</td>
<td></td>
</tr>
<tr>
<td>Debit Payments Service Charge</td>
<td>$2.00 / transaction</td>
</tr>
</tbody>
</table>
THE CORPORATION OF THE TOWNSHIP OF SEVERN

BY-LAW NO. 2018-36

BEING A BY-LAW TO IMPOSE FEES AND CHARGES WITH RESPECT TO THE
PROVISION OF FIRE PREVENTION SERVICES BY THE CORPORATION OF THE
TOWNSHIP OF SEVERN

WHEREAS the Municipal Act, S.O. 2001, Chapter 25, Section 391., authorizes
a Municipality to impose fees or charges on persons for services or activities provided
or done by or on behalf of it, for costs payable by it for services or activities provided or
done by or on behalf of any other municipality or any local board and for the use of its
property, including property under its control;

AND WHEREAS it is deemed expedient to establish a tariff of fees for fire
prevention services;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP
OF SEVERN HEREBY ENACTS AS FOLLOWS:

1. That fees and charges with respect to fire prevention services provided by the
Corporation of the Township of Severn in the form of Schedule “A” attached
hereto and forming part of this By-law be and they are hereby adopted.

2. That this By-law shall come into force and effect on the date of passing thereof.

By-law read a first and second time this 6th day of June, 2018.

By-law read a third time and finally passed this 6th day of June, 2018.

CORPORATION OF THE TOWNSHIP OF SEVERN

MAYOR

CLERK
## SCHEDULE “A” TO BY-LAW NO. 2018-36

### FIRE DEPARTMENT

<table>
<thead>
<tr>
<th>SERVICE</th>
<th>FEES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fire Watch/Emergency Scene Security / Standby Fee</td>
<td></td>
</tr>
<tr>
<td>Emergency Scene Security - includes 2 firefighters &amp; requisite equipment and/or fire apparatus</td>
<td>$125.00/hour</td>
</tr>
<tr>
<td>False Alarms - after receipt of 3 false alarms to same location in 1 year</td>
<td>Current MTO Rates Per Apparatus</td>
</tr>
<tr>
<td>Fire Watch as required by Building or Fire Department</td>
<td>$35.00/hour per firefighters **</td>
</tr>
<tr>
<td>Ice/Water Rescue Service - Level One</td>
<td>Current MTO Rates Per Truck</td>
</tr>
<tr>
<td>Standby at Public Functions (ie. Fairs, Demolition Derbies, Fire Works Displays) - include 5 personnel and 1 pumper</td>
<td>$200.00/hour **</td>
</tr>
</tbody>
</table>

### Inspections

| Inspection of Single Family Dwelling/Day Care (not including wood burning appliances) | $30.00 |
| Re-inspection of Single Family Dwelling/Day Care (not including wood burning appliances) | $25.00 |
| Inspection of Single Commercial/ Retail Industrial Premise              |       |
| Under 100 m²                                                           | $50.00 |
| 101 m² to 1000 m²                                                     | $75.00 |
| > 1001 m²                                                             | $125.00 |
| Re-inspection of any Single Retail/ Commercial Industrial Premise      | $25.00 |
| Inspection of Single Wood Burning Appliance (WBA) - includes photos & one re-inspection | $80.00 |
| Second and each subsequent re-inspection of WBA                       | $25.00 |
| Inspection of “Chip Wagon” or similar commercial/industrial Itinerant enterprise | $25.00 |
| Inspection for the purpose of setting off fireworks                    | $50.00 |
## Schedule “A” to By-law No. 2018-36 (cont’d)

### FIRE DEPARTMENT

<table>
<thead>
<tr>
<th>SERVICE</th>
<th>FEES</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTO Emergency Responses</td>
<td>Current MTO Rates Per Piece of Equipment</td>
</tr>
<tr>
<td>Emergency Responses - County, Township &amp; Private Roadways (Non-Residents Only)</td>
<td>Current MTO Rates Per Piece of Equipment</td>
</tr>
<tr>
<td>No Emergency Services Rendered</td>
<td>Current MTO Rates Per Piece of Equipment</td>
</tr>
</tbody>
</table>

### Permits

- **Fire Permits (maximum 7 consecutive day term)**
  - $5.00
- **Seasonal Fire Permits - (May 1st to October 31st annually)**
  - $20.00

### Services

- **Fire Permits - Contravention/Fee for Service**
  - Current MTO Rates Per Piece of Equipment
- **Open Air Fire Without a Permit**
  - Current MTO Rates Per Piece of Equipment

### Rent

- **Rental of Fire Station Facilities**
  - $400.00/day** + HST

### Additional Services

- **Additional 1/2 hour or part thereof**
  - $205.00 / piece of Equipment
- **Copy & Release of Fire Inspection Report**
  - $50.00
- **File Search for Outstanding Inspection Reports**
  - $50.00
- **Review of Architectural and/or Engineering Drawings for Issuance of Building Permit (i.e., A,B,C,D,E,F occupancies)**
  - $50.00 / hour
- **Review of Site Plan/Subdivision Agreement**
  - $50.00 / hour

### Risk & Safety Management Plans (RSMPS)

- **Level 1 Review**
  - $200.00,
  - $2,000.00
- **Level 2 Review**
  - ($500.00 non-refundable)

**Indicates that this fee may be waived by a resolution of Council upon written request.**
THIS PAGE HAS BEEN LEFT BLANK INTENTIONALLY
THE CORPORATION OF THE TOWNSHIP OF SEVERN

BY-LAW NO. 2018-37

BEING A BY-LAW TO IMPOSE FEES AND CHARGES WITH RESPECT TO THE PROVISION OF LIBRARY SERVICES BY THE CORPORATION OF THE TOWNSHIP OF SEVERN

WHEREAS the Municipal Act, S.O. 2001, Chapter 25, Section 391., authorizes a Municipality to impose fees or charges on persons for services or activities provided or done by or on behalf of it, for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board and for the use of its property, including property under its control;

AND WHEREAS it is deemed expedient to establish a tariff of fees for the provision of library services;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SEVERN HEREBY ENACTS AS FOLLOWS:

1. That fees and charges with respect to library services provided by the Corporation of the Township of Severn in the form of Schedule "A" attached hereto and forming part of this By-law be and they are hereby adopted.

2. That this By-law shall come into force and effect on the date of passing thereof.

By-law read a first and second time this 6th day of June, 2018.

By-law read a third time and finally passed this 6th day of June, 2018.

CORPORATION OF THE TOWNSHIP OF SEVERN

MAYOR

CLERK
### SCHEDULE "A" TO BY-LAW NO. 2018-37

#### LIBRARY SERVICES

<table>
<thead>
<tr>
<th>SERVICE</th>
<th>FEES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Computer Print-Outs</td>
<td>$.25/page (incl. HST)</td>
</tr>
<tr>
<td>Faxing Documents</td>
<td></td>
</tr>
<tr>
<td>Outgoing</td>
<td>$2.00/first page + HST</td>
</tr>
<tr>
<td></td>
<td>$1.00/each add'l page + HST</td>
</tr>
<tr>
<td>Incoming</td>
<td>$1.00/page + HST</td>
</tr>
<tr>
<td>Late Material</td>
<td>$.25/day</td>
</tr>
<tr>
<td>Laminating</td>
<td></td>
</tr>
<tr>
<td>8 1/2 x 14</td>
<td>$3.00 + HST</td>
</tr>
<tr>
<td>8 1/2 x 11</td>
<td>$2.00 + HST</td>
</tr>
<tr>
<td>Any smaller size</td>
<td>$1.00 + HST</td>
</tr>
<tr>
<td>Photocopying</td>
<td>$.30/page (incl. HST)</td>
</tr>
<tr>
<td>User Fees for Non-Residents</td>
<td>$30.00/family (Oro-Medonte exempted)</td>
</tr>
</tbody>
</table>
THE CORPORATION OF THE TOWNSHIP OF SEVERN

BY-LAW NO. 2018-38

BEING A BY-LAW TO IMPOSE FEES AND CHARGES WITH RESPECT TO THE PROVISION OF ADMINISTRATION SERVICES BY THE CORPORATION OF THE TOWNSHIP OF SEVERN

WHEREAS the Municipal Act, S.O. 2001, Chapter 25, Section 391., authorizes a Municipality to impose fees or charges on persons for services or activities provided or done by or on behalf of it, for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board and for the use of its property, including property under its control;

AND WHEREAS it is deemed expedient to establish a tariff of fees for the provision of administration services;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SEVERN HEREBY ENACTS AS FOLLOWS:

1. That fees and charges with respect to administration services provided by the Corporation of the Township of Severn in the form of Schedule “A” attached hereto and forming part of this By-law be and they are hereby adopted.

2. That this By-law shall come into force and effect on the date of passing thereof.

By-law read a first and second time this 6th day of June, 2018.

By-law read a third time and finally passed this 6th day of June, 2018.

CORPORATION OF THE TOWNSHIP OF SEVERN

MAYOR

CLERK
<table>
<thead>
<tr>
<th>SERVICE</th>
<th>FEES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bailiff Fees for Unpaid Fees/Taxes</td>
<td>Actual Cost (Incl. HST)</td>
</tr>
<tr>
<td>Certified Copy of By-law</td>
<td>$0.30/page (Incl. HST)</td>
</tr>
<tr>
<td>Certified Copy of Documents</td>
<td>$20.00 + HST</td>
</tr>
<tr>
<td>(not related to municipal business)</td>
<td></td>
</tr>
<tr>
<td>Commissioning of Documents</td>
<td>$20.00 + HST</td>
</tr>
<tr>
<td>(not related to municipal business)</td>
<td></td>
</tr>
<tr>
<td>CD's</td>
<td>$10.00 + HST</td>
</tr>
<tr>
<td>Encroachment</td>
<td>$500.00</td>
</tr>
<tr>
<td>Land Acquisition / Sale</td>
<td>Actual Costs + HST</td>
</tr>
<tr>
<td></td>
<td>$6,500.00 deposit</td>
</tr>
<tr>
<td></td>
<td>$350.00 non-refundable + HST</td>
</tr>
<tr>
<td>Legal Fees</td>
<td>Actual Costs (Incl. HST)</td>
</tr>
<tr>
<td>Ontario Provincial Police False Alarms</td>
<td>$100.00 + HST</td>
</tr>
<tr>
<td>(after 3 false alarms to same location in one calendar year)</td>
<td></td>
</tr>
<tr>
<td>Non-Sufficient Funds Cheque</td>
<td>Actual Cost</td>
</tr>
<tr>
<td>Photocopying</td>
<td>$0.30/page (Incl. HST)</td>
</tr>
<tr>
<td>Records Preparation / Search</td>
<td>$7.50 / 1/4 hour + HST</td>
</tr>
<tr>
<td>Tax Certificate / Confirmation of Realty/Commercial Taxes</td>
<td>$30.00 (Incl. HST)</td>
</tr>
<tr>
<td>Tax Registrations</td>
<td>Actual Costs/Legal Fees (Incl. HST)</td>
</tr>
<tr>
<td>Township Flags</td>
<td>Actual Cost (Incl. HST)</td>
</tr>
<tr>
<td>Township Lapel Pins</td>
<td>$5.00 + HST</td>
</tr>
<tr>
<td>Township Maps</td>
<td>$5.00 + HST</td>
</tr>
<tr>
<td>Township Poll / Ward Maps</td>
<td>$10.00 + HST</td>
</tr>
</tbody>
</table>
THE CORPORATION OF THE TOWNSHIP OF SEVERN

BY-LAW NO. 2018-39

BEING A BY-LAW TO IMPOSE FEES AND CHARGES WITH RESPECT TO THE
PROVISION OF PUBLIC WORKS SERVICES BY THE CORPORATION OF THE
TOWNSHIP OF SEVERN

WHEREAS the Municipal Act, S.O. 2001, Chapter 25, Section 391., authorizes
a Municipality to impose fees or charges on persons for services or activities provided
or done by or on behalf of it, for costs payable by it for services or activities provided or
done by or on behalf of any other municipality or any local board and for the use of its
property, including property under its control;

AND WHEREAS it is deemed expedient to establish a tariff of fees for the
provision of public works services;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP
OF SEVERN HEREBY ENACTS AS FOLLOWS:

1. That fees and charges with respect to public works services provided by the
Corporation of the Township of Severn in the form of Schedule “A” attached
hereto and forming part of this By-law be and they are hereby adopted.

2. That this By-law shall come into force and effect on the date of passing thereof.

By-law read a first and second time this 6th day of June, 2018.

By-law read a third time and finally passed this 6th day of June, 2018.

CORPORATION OF THE TOWNSHIP OF SEVERN

MAYOR

CLERK
<table>
<thead>
<tr>
<th>SERVICE</th>
<th>FEES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Closed Drains</td>
<td>Actual Cost</td>
</tr>
<tr>
<td>Inspection</td>
<td>$100.00 + HST</td>
</tr>
<tr>
<td>Ditching</td>
<td>Actual Cost</td>
</tr>
<tr>
<td>Frozen Water/Sewer Service</td>
<td>Actual Cost</td>
</tr>
<tr>
<td>time &amp; material - minimum 2</td>
<td></td>
</tr>
<tr>
<td>workers</td>
<td></td>
</tr>
<tr>
<td>minimum charge - 1 hour/regular</td>
<td></td>
</tr>
<tr>
<td>time</td>
<td></td>
</tr>
<tr>
<td>minimum charge - 3 hours/overtime</td>
<td></td>
</tr>
<tr>
<td>Hydrant Use by Bulk Users</td>
<td>Actual Cost</td>
</tr>
<tr>
<td>Water Use Consumption</td>
<td>$100.00</td>
</tr>
<tr>
<td>Set Up of Hydrant</td>
<td>$100.00</td>
</tr>
<tr>
<td>Tear Down of Hydrant</td>
<td>$100.00</td>
</tr>
<tr>
<td>Neighbourhood Watch Signs</td>
<td>50% of cost</td>
</tr>
<tr>
<td>Moving Permit</td>
<td></td>
</tr>
<tr>
<td>Deposit</td>
<td>$500.00</td>
</tr>
<tr>
<td>Permit Fee</td>
<td>$50.00 + HST</td>
</tr>
<tr>
<td>Municipal Signage</td>
<td></td>
</tr>
<tr>
<td>Settlement Areas</td>
<td>50/50 split</td>
</tr>
<tr>
<td>Trail Signage</td>
<td>50/50 split</td>
</tr>
<tr>
<td>Directional Signage</td>
<td>100% Township</td>
</tr>
<tr>
<td>(to a maximum of annual budget)</td>
<td></td>
</tr>
<tr>
<td>Source Water Protection Plan</td>
<td>$10.00/hour, plus HST</td>
</tr>
<tr>
<td>Residential Use or Home Based</td>
<td>$240.00 deposit</td>
</tr>
<tr>
<td>Occupation</td>
<td>$10.00/hour, plus HST</td>
</tr>
<tr>
<td>Other Than Residential or Home</td>
<td>$120.00/hour, plus HST</td>
</tr>
<tr>
<td>Based Occupation</td>
<td>$1,200.00 deposit</td>
</tr>
<tr>
<td>Tile Drainage Inspections</td>
<td>$300.00</td>
</tr>
<tr>
<td>Water Meter Assembly</td>
<td>Actual Cost</td>
</tr>
<tr>
<td>Water Service Hookup</td>
<td>$100.00</td>
</tr>
<tr>
<td>Water Shutdown Notices for</td>
<td>$50.00 minimum</td>
</tr>
<tr>
<td>Contractors</td>
<td>or Actual Cost</td>
</tr>
<tr>
<td>Westshore Non-Compliance Hook-Up</td>
<td>Actual Cost</td>
</tr>
<tr>
<td>Westshore Permits for</td>
<td>$400.00</td>
</tr>
<tr>
<td>Water/Sewer Connections</td>
<td>$15,500.00 deposit</td>
</tr>
<tr>
<td>Westshore Service Connection</td>
<td>Actual Costs</td>
</tr>
<tr>
<td>Agreements</td>
<td>$15,500.00 deposit</td>
</tr>
</tbody>
</table>
BEING A BY-LAW TO IMPOSE FEES AND CHARGES WITH RESPECT TO THE PROVISION OF PLANNING SERVICES BY THE CORPORATION OF THE TOWNSHIP OF SEVERN

WHEREAS the Municipal Act, S.O. 2001, Chapter 25, Section 391., authorizes a Municipality to impose fees or charges on persons for services or activities provided or done by or on behalf of it, for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board and for the use of its property, including property under its control;

AND WHEREAS the Planning Act, R.S.O. 1990, Chapter P.13, Section 69.(1) provides that a municipality may establish a tariff of fees for the processing of applications made in respect to planning matters;

AND WHEREAS it is deemed expedient to establish a tariff of fees for the provision of planning services;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SEVERN HEREBY ENACTS AS FOLLOWS:

1. That fees and charges with respect to planning services provided by the Corporation of the Township of Severn in the form of Schedule "A" attached hereto and forming part of this By-law be and they are hereby adopted.

2. That this By-law shall come into force and effect on the date of passing thereof.

3. That By-law No. 2015-17, as amended, be and it is hereby now repealed.

By-law read a first and second time this 6th day of June, 2018.

By-law read a third time and finally passed this 6th day of June, 2018.
# SCHEDULE “E” TO BY-LAW NO. 2015-107

## Planning Department

<table>
<thead>
<tr>
<th>Service</th>
<th>Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Comprehensive Map Book</td>
<td>$20.00 + HST</td>
</tr>
</tbody>
</table>

### Committee of Adjustment

<table>
<thead>
<tr>
<th>Application</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minor Variance Application</td>
<td>$1000.00</td>
</tr>
<tr>
<td>Consent Application</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>Validation of Title</td>
<td>$500.00</td>
</tr>
<tr>
<td>Applicant Requested: Recirculation /</td>
<td></td>
</tr>
<tr>
<td>Deferral / Change Conditions</td>
<td>$250.00</td>
</tr>
<tr>
<td>Peer Review Deposit</td>
<td>$1,000.00</td>
</tr>
</tbody>
</table>

### Committee of Adjustment Agreement

<table>
<thead>
<tr>
<th>Application</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application Fee</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>Legal Deposit</td>
<td>$500.00</td>
</tr>
</tbody>
</table>

### Compliance Letters

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full Compliance Letter (includes zoning, building, fire &amp; septic)</td>
<td>$100.00</td>
</tr>
<tr>
<td>Full RUSH Compliance Letter (same day as payment delivery)</td>
<td>$150.00</td>
</tr>
<tr>
<td>Subdivision Compliance</td>
<td>$200.00</td>
</tr>
<tr>
<td>Zoning Review / Search of Records (including Permitted Use Letter)</td>
<td>$60.00</td>
</tr>
</tbody>
</table>

### Deeming By-law Application

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Legal Deposit</td>
<td>$500.00</td>
</tr>
</tbody>
</table>

### Draft Plan of Condominium Application

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$5,000.00</td>
</tr>
</tbody>
</table>

### Draft Plan of Subdivision

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Step 1 - Township Application (up to Draft Plan Approval)</td>
<td>$11,500.00</td>
</tr>
<tr>
<td>Initial Peer Review &amp; Legal Deposit</td>
<td>$6,000.00</td>
</tr>
<tr>
<td>Each Resubmission / Revision After 2nd Submission (i.e. for the 3rd and</td>
<td>$3,000.00</td>
</tr>
<tr>
<td>subsequent submissions and / or revisions)</td>
<td></td>
</tr>
<tr>
<td>Draft Extension</td>
<td>$500.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Step 2 - Subdivision Agreement</td>
<td></td>
</tr>
<tr>
<td>Final Approval (i.e. clearing</td>
<td>$4,500.00</td>
</tr>
<tr>
<td>conditions, steps of drafting</td>
<td></td>
</tr>
<tr>
<td>Agreement, etc.)</td>
<td></td>
</tr>
<tr>
<td>Amend Subdivision Agreement</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>Pre-Servicing Agreement</td>
<td>$3,000.00</td>
</tr>
<tr>
<td>Model Home Agreement</td>
<td>$2,000.00</td>
</tr>
</tbody>
</table>

### Municipal Address Change

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Applicant Initiated)</td>
<td>$200.00 per lot</td>
</tr>
<tr>
<td>SERVICE</td>
<td>FEES</td>
</tr>
<tr>
<td>---------------------------------------------</td>
<td>---------------------------</td>
</tr>
<tr>
<td>Naming of Roads</td>
<td></td>
</tr>
<tr>
<td>Naming or Name Change of Private Roads</td>
<td>$500.00</td>
</tr>
<tr>
<td>Re-Naming Public Roads</td>
<td>$500.00</td>
</tr>
<tr>
<td>Official Plan Books</td>
<td>Actual Cost + HST</td>
</tr>
<tr>
<td>Official Plan Amendments</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>Peer Review Deposit</td>
<td>$2,500.00</td>
</tr>
<tr>
<td>Municipal Review of Privately Initiated OPA</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>Part Lot Control</td>
<td>$700.00</td>
</tr>
<tr>
<td>Extension to Part Lot Control</td>
<td>$500.00</td>
</tr>
<tr>
<td>Pre-Application Consultation</td>
<td>$100.00</td>
</tr>
<tr>
<td>Site Alteration / Fill</td>
<td></td>
</tr>
<tr>
<td>Fill/Alteration of Grade Application</td>
<td></td>
</tr>
<tr>
<td>- Residential Property</td>
<td>$350.00</td>
</tr>
<tr>
<td>- Commercial/Industrial</td>
<td>$750.00</td>
</tr>
<tr>
<td>Renewal of Permit</td>
<td>$50.00</td>
</tr>
<tr>
<td>Transfer of Permit</td>
<td>$50.00</td>
</tr>
<tr>
<td>Minimum Deposit (including exemptions for Building Permits &amp; Private Road Construction)</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>Site Plan Agreement / Application</td>
<td></td>
</tr>
<tr>
<td>Minor Residential (2 units or less) *</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>Major (Residential / Commercial / Industrial / Institutional) *</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>Initial Peer Review Deposit</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>*Additional Submissions and / or Revisions After 2nd Submission (including 3rd and subsequent)</td>
<td>$500.00</td>
</tr>
<tr>
<td>Amendment to Site Plan Agreement (minor)</td>
<td>$500.00</td>
</tr>
<tr>
<td>Amendment to Site Plan Agreement (major)</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>Telecommunications Tower Review</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>Zoning By-law Amendment</td>
<td></td>
</tr>
<tr>
<td>Application to Rezone</td>
<td>$3,000.00</td>
</tr>
<tr>
<td>Temporary Use By-law Application</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>Interim Control By-law Application</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>Removal of Holding Zone Request</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>Zoning By-law Books</td>
<td>Actual Cost + HST</td>
</tr>
</tbody>
</table>
THIS PAGE HAS BEEN LEFT BLANK INTENTIONALLY
THE CORPORATION OF THE TOWNSHIP OF SEVERN

BY-LAW NO. 2018-41

BEING A BY-LAW TO PROVIDE FOR THE ADMINISTRATION OF THE BUILDING CODE ACT WITHIN THE CORPORATE LIMITS OF THE TOWNSHIP OF SEVERN

WHEREAS the Building Code Act, S.O. 1992, Section 7, authorizes a Municipal Council to pass By-laws concerning the issuance of permits and related matters;

WHEREAS the Municipal Act, S.O. 2001, Chapter 25, Section 8, confers broad authority on municipalities to enable them to govern their affairs as they consider appropriate;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SEVERN HEREBY ENACTS AS FOLLOWS:

1. TITLE

1.1 That this By-law may be cited as "The Building Permit By-law".

2. DEFINITIONS

2.1 That in this By-law;


"Agricultural Structures" means agricultural buildings or structures designed for farming and agricultural practices, including but not limited to growing and harvesting of crops and raising livestock and small animals.

"As Constructed Plans" means, for the purposes of the Act and this By-law, construction plans and specifications that show the building and the location of the building on the property as the building has been constructed.

"Building" means a building as defined in Section 1 of the Act.

"Chief Building Official" or "Chief Official" means the Chief Building Official appointed under Section 3 of the Act.

"Deputy Chief Building Official" means an inspector who, in the absence of the Chief Building Official, assumes the duties of the Chief Building Official for the purpose of this By-law and the Ontario Building Code.

"Owner" includes the registered owner of a property, a lessee, tenant, mortgagee in possession or person otherwise in charge of any property, acting as the authorized agent of the owner.

"Permit" means permission or authorization in writing on the form prescribed by the Chief Official, to perform work regulated by the Building Code Act, and in the case of an Occupancy Permit, to occupy any building or part thereof.
"Regulations" or "Code" means the Regulations made under the Building Code Act and includes, without limiting the generality of the foregoing, the Ontario Regulations and Amendments thereto, otherwise referred to as The Building Code.

3. APPLICATIONS AND PERMITS

3.1 That Classes of Permits required for construction, demolition or change of use are set forth in Schedule "A" attached hereto and forming part of this By-law.

3.2 That where required under the Act, the owner of the property shall file with the Chief Official an Application for a Permit, which shall be on the prescribed form available at the Offices of the Building Department or the Township of Severn's website.

3.3 That the owner shall give, clearly and fully, information required to complete the said Application Forms and shall verify the correctness of the information supplied in the Application by means of a declaration as provided.

3.4 That in addition to the information required in Section 3.3 of this By-law, the owner shall submit such additional information as is necessary to establish compliance with the Regulations.

3.5 That unless otherwise directed by the Chief Official, the owner shall submit the following in duplicate:

1) Plans drawn to scale, including design calculations, sufficient to enable the Chief Official to obtain full and complete information as to the extent and character of the proposed work, including the proposed use of all rooms and floor areas.

2) Site plans, drawn to scale, showing the location of the proposed building with respect to the street line and all other property lines and other buildings and structures presently located on the property. Site Plans, when required by the Chief Official, shall be referenced to an up-to-date survey.

3) Grading Plan, drawn to scale, showing the location of new and existing drainage patterns with respect to the street and other property when required by the Chief Official, may require a professionally prepared drainage plan.

3.6 That prior to the issuance of a Permit, the owner shall obtain and submit with the Application such approvals as may be required under any other applicable law.

3.7 That notwithstanding the requirements of Sections 3.5 and 3.6 of this By-law, the Chief Official may issue a Conditional Permit in compliance with Section 8.-(3) of the Act. Permits issued under those circumstances shall have progress restricted to that portion of the work for which drawings and other prerequisites are complete. The applicant shall furnish sufficient additional information on the entire project to establish the feasibility of compliance with the Regulations and remit the fees payable for the entire project, prior to the issuance of the Conditional Permit.

3.8 That where a Conditional Permit subject to progress restriction has been issued, the holder of the Permit may proceed with the work only within the limits of the progress restriction. Such restriction shall not be removed until all conditions have been met.
3.9 That where a Permit has been issued for a building in which interior walls are to be constructed at a later date for the purpose of creating more than one suite within the building, the owner is required to, and shall apply for Building Permits for each suite so created and provide a plan sufficient to establish conformity with the Code, for the entire building prior to the creation of such suites.

3.10 That when required by the Chief Official, the owner shall provide as constructed drawings including a survey showing the location of the building(s) upon the completion of the project.

3.11 That the Chief Official may require the person to whom a Permit is issued in the municipality to erect and maintain fences enclosing the site of construction or demolition. Such fences shall be constructed in such a manner as to be stable, prohibit access to the site by the public. Where such fences are required adjacent to a public thoroughfare and notwithstanding the foregoing, the Chief Official may require a design provided by the permit holder which exceeds those requirements in order to provide safe passage at or near the site.

4. PERMITS AND PERMIT FEES

4.1 That all permit fees shall be paid in full at the time of Permit issue and in accordance with the rates as set out in Schedule "B" attached to and forming part of this By-law.

4.2 That the owner shall provide on the prescribed form an estimated value of the proposed work.

4.3 That the holder of a Permit may request the cancellation of the Permit where no construction has commenced and may upon written request to the Chief Official; apply for a refund of the fee paid for the Permit. The Chief Official may, upon such a request, cancel the Permit and refund an amount less the costs incurred, provided this amount does not reduce the amount retained by the Municipality to less than One Hundred Dollars ($100.00).

4.4 That where the holder of a permit has or has caused construction to commence and for any reason the project is abandoned, no refund shall be made, the existing construction shall be removed or demolished, the construction site shall be returned to a safe and cleared condition and the Permit shall be cancelled.

4.5 That if prior to the completion of construction, the permit holder no longer retains interest in the project, the subsequent owner shall apply for a Transfer Permit as defined in Schedule "A" attached hereto and forming part of this By-law, and pay such fee as prescribed in Schedule "B" attached hereto and forming part of this By-law.

4.6 (a) That each approved application for a Building Permit shall include an inspection by a Building Inspector for each stage of construction requiring inspection as prescribed in the Code. Said inspection shall be performed on the request of an owner, or an agent or contractor acting on behalf of the owner.

(b) That in the event the initial inspection of the works referred to in Paragraph 4.8 (a) above provides to be unsatisfactory at the time of inspection, and re-inspection is required, a fee for each re-inspection shall be imposed in accordance with Schedule "B" attached hereto and forming part of this By-law.
(c) That re-inspection fees shall be due and payable at the time a request for subsequent inspection is received. Re-inspection fees imposed in accordance with Schedule “B” attached hereto and forming part of this By-law.

5. **NOTIFICATIONS**

5.1 That the Owner shall ensure that advanced notice of at least three Municipal business days is given for the purpose of arranging inspections of the various stages of construction as required in the Code.

6. **CODE OF CONDUCT**

6.1 That the Township of Severn herby establishes a Code of Conduct for its inspectors attached as Schedule “C” hereto.

7. **CONTRAVENTION OF BY-LAW**

7.1 That any person who contravenes any provisions of this By-law is guilty of an offence and upon conviction is liable to a penalty as provided for in the Provincial Offences Act, R.S.O. 1990, as amended.

7.2 That the Chief Building Official/ Municipal Law Enforcement Officer be authorized to apply to the Chief Judge for set fines with respect to contravention of this By-law under the Provincial Offences Act.

8. **FORCE AND EFFECT OF THIS BY-LAW**

8.1 That this By-law shall come into force and effect on the date of passing thereof.

9. **REPEAL**

9.1 That By-law No. 2014-01 be and it is hereby repealed.

By-law read a first and second time this 6th day of June, 2018.

By-law read a third time and finally passed this 6th day of June, 2018.

**CORPORATION OF THE TOWNSHIP OF SEVERN**

____________________________
MAYOR

____________________________
CLERK
**Classes of Permits**

1. **Building Permit**
   - To be for the purpose of allowing the construction of a building, includes erection, installation, extension or material alteration or repair of a building and includes the installation of a building unit moved from elsewhere.

2. **Demolition Permit**
   - Class "A" for the demolition of all or part of a building which building is less than 600 square metres and does not exceed three (3) storeys in building height.
   - Class "B" for the demolition of a building or part thereof which demolition is required to be designed and reviewed by a Professional Engineer.

3. **Conditional Permit**
   - Pertains to construction only and may be issued only in accordance with Section 8.-(3) of the Building Code Act, 1992.

4. **Designated Structure**
   - To be for the purpose of constructing a designated structure as defined in the Ontario Building Code.

5. **Temporary Structure**
   - To permit the erection of a temporary structure for a period of six (6) months maximum.

6. **Transfer Permit**
   - To be issued to a new owner where ownership changes occur during or prior to the closing of any Permit previously issued.

7. **Occupancy Permit**
   - To permit occupancy of buildings as prescribed in the Building Code.

8. **Change of Use Permit**
   - To comply with the requirements of Part 10 of the Building Code.

9. **Sewage System Permit**
   - To be for the purpose of allowing the installation of a new septic system.

10. **Sewage System Repair**
    - To be for the purpose of allowing the repair of an existing sewage system.

11. **Holding Tank**
    - To be for the purpose of allowing the installation of a holding tank (Class 5 System).

12. **Leaching Pit**
    - To be for the purpose of allowing the installation of a leaching pit (Class 2 System).

13. **Preconstruction Site**
    - To be for the purpose of obtaining a preliminary staff evaluation of potential septic system sites prior to the submission of a septic permit application.
## SCHEDULE "B" TO BY-LAW NO. 2018-41

<table>
<thead>
<tr>
<th>1.</th>
<th>PERMIT</th>
<th>FEES</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1.1 Square Footage – Minimum Based Fee</strong></td>
<td>$150.00 Per Application <strong>PLUS</strong></td>
<td></td>
</tr>
<tr>
<td>(a) Garage &amp; Accessory Buildings</td>
<td>$0.34 per square foot</td>
<td></td>
</tr>
<tr>
<td>(b) Docks/Decks</td>
<td>$0.27 per square foot</td>
<td></td>
</tr>
<tr>
<td>(c) Residential Dwellings &amp; Additions</td>
<td>$0.88 per square foot</td>
<td></td>
</tr>
<tr>
<td>(d) Basement/Crawlspace Unfinished</td>
<td>$0.27 per square foot</td>
<td></td>
</tr>
<tr>
<td>(e) Basement/Crawlspace Finished</td>
<td>$0.55 per square foot</td>
<td></td>
</tr>
<tr>
<td>(f) Foundation Repair &amp; Raising Buildings</td>
<td>$0.55 per square foot</td>
<td></td>
</tr>
<tr>
<td>(g) Renovate Existing Space in All Classes</td>
<td>$0.55 per square foot</td>
<td></td>
</tr>
<tr>
<td>(h) Commercial, Industrial &amp; Institutional Structures</td>
<td>$0.88 per square foot</td>
<td></td>
</tr>
<tr>
<td>(i) Agricultural Structures</td>
<td>$0.34 per square foot to a maximum of $1,575.00</td>
<td></td>
</tr>
</tbody>
</table>

| **1.2 Construction Value – Minimum Based Fee** | $150.00 Per Application **PLUS** |
| (a) Designated Structures | .50% of Construction Value |
| (b) Flood, Fire, Wind Restoration *(building still present)* | .75% of Construction Value |
| (c) Public Pools & Spas | .50% of Construction Value |
| (d) Building Permit Fee for Construction Not Otherwise Covered | .50% of Construction Value |

| **1.3 Flat Rate Based Fees** | |
| (a) Drainage System Repair | $220.50 |
| (b) Temporary Structure *(Open Air Events/Fairs/Exhibitions/Weddings)* | $81.90 |
| (c) Wood Burning Appliance | $165.90 |
| (d) Solar Panel Projects Micro FIT Program 10 Kilowatts or less ONLY, including roof mounts | $441.00 |
| (e) Solar Panel Projects Greater than 10 Kilowatts | .5% of Construction Value to a maximum of $27,300.00 |

| **1.4 Sewage System Fees** | |
| (a) Sewage System Permit | $495.60 |
| (b) Sewage System Repair / Replacement Bed | $330.75 |
| (c) Replacement Septic Tank | $275.10 |
| (d) Holding Tank *(Class 5)* | $385.35 |
| (e) Leaching Pit *(Class 2)* | $275.10 |
### 1.5 Miscellaneous Fees

<table>
<thead>
<tr>
<th>(a) Where any construction has commenced prior to Permit Issue</th>
<th>Required Fee PLUS $551.25</th>
</tr>
</thead>
<tbody>
<tr>
<td>(b) Demolition Permit</td>
<td></td>
</tr>
<tr>
<td>Class &quot;A&quot;</td>
<td>$81.90</td>
</tr>
<tr>
<td>Class &quot;B&quot;</td>
<td>$220.50</td>
</tr>
<tr>
<td>(c) Re-Inspection Fee</td>
<td>$78.75</td>
</tr>
<tr>
<td>(d) Conditional Permit</td>
<td>Full Calculated Permit Value</td>
</tr>
<tr>
<td>(e) Transfer of Permit</td>
<td>$110.25</td>
</tr>
<tr>
<td>(f) Occupancy Permit</td>
<td>$110.25</td>
</tr>
<tr>
<td>(g) Pre-Construction Site Inspection</td>
<td>$110.25</td>
</tr>
<tr>
<td>(h) Existing Septic System Inspection</td>
<td>$110.25</td>
</tr>
<tr>
<td>(i) Change of Use Permit</td>
<td>$110.25 Plus Full Calculated Value</td>
</tr>
<tr>
<td>(j) Lot Grading Deposit</td>
<td>$1,500.00 minimum</td>
</tr>
<tr>
<td>(Non-Refundable Portion)</td>
<td>$150.00</td>
</tr>
</tbody>
</table>
Preamble

This Code of Conduct applies to the Chief Building Official and Building/Septic Inspectors appointed under the Building Code Act in the exercise of a power or the performance of a duty under the Building Code Act or the Building Code. This Code of Conduct is in addition to the "Corporate Code of Conduct" for all employees of the Township of Severn.

Purpose

The purpose of this Code of Conduct is to promote appropriate standards of behaviour and enforcement actions to ensure Building Officials and Inspectors apply standards of honesty and integrity, and to prevent practices constituting an abuse of power including unethical or illegal practices.

Standards of Conduct

Building Officials and Inspectors shall undertake:

1. To always act in the public interest, particularly with regard to the safety of building works and structures.

2. Not to act where there may be or where there may reasonably appear to be a conflict between their duties and their employer, their profession, their peers and the public at large and their personal interests.

3. To apply all relevant Building By-laws, codes and standards appropriately and without favour.

4. To all at time abide by the highest moral and ethical standards and avoid any conduct which could bring or tend to bring Building Officials and Inspectors to disrepute.

5. To comply with the provisions of the Building Code Act, the Ontario Building Code and all other Acts or Laws which regulate or govern Building Officials and Inspectors of their functions.

6. To not act beyond their personal level of competence or outside their area of expertise.

7. To maintain their knowledge and understanding of the best current building practices, the building laws and codes relevant to their inspection and plan examination function.

8. To extend professional courtesy to all.

Breaches of Code of Conduct

The Ontario Building Code Act provides that the performance of Building Officials and Inspectors will be measured against this Code of Conduct. The municipal administration will review any allegation brought forward that the Code of Conduct has been breached. Disciplinary action rising from violations of this Code of Conduct is the responsibility of the municipal employer and will be based on the severity and frequency of the violations in accordance with relevant employment standards and the Corporate Disciplinary Policy for employees.
THE CORPORATION OF THE TOWNSHIP OF SEVERN

BY-LAW NO. 2018-42

BEING A ZONING BY-LAW TO REGULATE THE USE OF LAND AND THE CHARACTER, LOCATION AND USE OF BUILDINGS OR STRUCTURES ON CERTAIN LANDS LOCATED ON LOT 5, PLAN 51M-1033, GEOGRAPHIC TOWNSHIP OF TAY, NOW THE TOWNSHIP OF SEVERN (3891 Darling Island Road)

WHEREAS the matters hereinafter set out comply with the Official Plan in effect for the Township of Severn;

AND WHEREAS the Council of the Corporation of the Township of Severn deems it advisable to amend the provisions of Zoning By-law No. 2010-65 of the Township of Severn, as otherwise amended, as they apply to those lands described as Lot 5, Plan 51M-1033, Geographic Township of Tay, now in the Township of Severn, known municipally as 3891 Darling Island Road;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SEVERN HEREBY ENACTS AS FOLLOWS:

1. THAT Schedule "B-1" of Zoning By-law No. 2010-65 of the Township of Severn is hereby amended by changing the Zone Classification on certain lands described as Lot 5, Plan 51M-1033, Geographic Township of Tay, from the Shoreline Residential Three Exception Twenty Holding Thirteen (SR3-20-H13) Zone to the Shoreline Residential Three Exception Twenty (SR3-20) Zone in accordance with Schedule "1" attached hereto and forming part of this By-law.

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

4. THAT this By-law, and the removal of the Holding Thirteen (H13) Symbol, shall be effective on the date upon which the applicable Site Plan Agreement is executed by the Corporation of the Township of Severn.

By-law read a first and second time this 6th day of June, 2018.

By-law read a third time and finally passed this 6th day of June, 2018.

CORPORATION OF THE TOWNSHIP OF SEVERN

__________________________________________
MAYOR

__________________________________________
CLERK
Lands to be rezoned from the Shoreline Residential Three Exception Twenty Holding Thirteen (SR3-20-H13) Zone to the Shoreline Residential Three Exception Twenty (SR3-20) Zone.

This is Schedule "1" to By-law 2018-42 passed the 6th day of June, 2018.
THE CORPORATION OF THE TOWNSHIP OF SEVERN

BY-LAW NO. 2018-43

BEING A BY-LAW TO ADOPT THE PROCEEDINGS OF A COUNCIL MEETING HELD ON THE 6TH DAY OF JUNE, 2018 AND TO AUTHORIZE THEIR EXECUTION

WHEREAS the Municipal Act, S.O. 2001, Chapter 25, Section 5.(3), provides that a Municipal power, including a Municipality’s capacity, rights, powers and privileges, shall be exercised by By-law unless the Municipality is specifically authorized to do so otherwise;

AND WHEREAS certain actions of Council do not require the enactment of a specific By-law;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SEVERN HEREBY ENACTS AS FOLLOWS:

1. That subject to Paragraph 3. of this By-law, the proceedings of the above-referenced Council Meeting, including all Resolutions, By-laws, Recommendations, Adoptions of Committee Reports and all other motions and matters decided in the said Council Meeting are hereby adopted and confirmed, and shall have the same force and effect, as if such proceedings were expressly embodied in this By-law.

2. That the Mayor and Clerk are hereby authorized to execute all such documents, and to direct other officials of the Township of Severn to take all other action, that may be required to give effect to the proceedings of the Council Meeting referred to in Paragraph 1. of this By-law.

3. That nothing in this By-law has the effect of conferring the status of a By-law upon any of the proceedings of the Council Meeting referred to in Paragraph 1. of this By-law where any legal pre-requisite to the enactment of a specific By-law has not been satisfied.

4. That any Member of Council who complied with the provisions of Section 5. of the Municipal Conflict of Interest Act, R.S.O. 1990, Chapter M.50, respecting the proceedings of the Council Meeting referred to in Paragraph 1. of this By-law shall be deemed to have complied with said provisions in respect of this By-law.

By-law read a first and second time this 6th day of June, 2018.

By-law read a third time and finally passed this 6th day of June, 2018.

CORPORATION OF THE TOWNSHIP OF SEVERN

MAYOR

CLERK
THIS PAGE HAS BEEN LEFT BLANK INTENTIONALLY