Township of Georgian Bluffs
Committee of the Whole Agenda

October 14, 2020, 4:00 p.m.

Council Chambers remain closed to the public. Should you wish to participate electronically, contact the Acting Clerk at bdrury@georgianbluffs.ca
This document can be made available in other accessible formats or with communications supports as soon as practicable and upon request.

1. Call to Order

2. Approval of Agenda/Additions to the Agenda

Recommendation:
That the agenda be approved as presented.

3. Declaration of Pecuniary Interest

4. Public Hearings

Nil

5. Presentations

5.1. Peter Rotenberg - Cloudpermit

To be discussed in conjunction with agenda item 8.5, LEG2020-18 - Approval of Purchase of Building Permit Software.

6. Delegations

Nil

7. Correspondence

7.1. St. John Ambulance - Request for Support
8. Staff Reports

8.1. LEG2020-18 - Approval of Purchase of Building Permit Software

**Recommendation:**
That Council authorize the purchase and implementation of Cloudpermit Building Permit Software and BlueBeam Plan Review Software to be funded entirely by building permit applications.

8.2. LEG2020-19 - Amend Parking By-law 35-2003

**Recommendation:**
That Committee of the Whole hereby approves amending Parking By-law 35-2003 to add enforcement to Lakeshore Road, and

That a By-law to enact said amendment be presented at the October 21, 2020 Council meeting.

8.3. OPS2020-44 - Water Billing Relief Request – 427 Balmy Beach Road

**Recommendation:**
That staff are hereby directed to apply a credit of $205.65 to the account of 427 Balmy Beach Road as per Policy ENV-008-16 – Water Billing Relief.

8.4. OPS2020-45 - Presqu’ile Road Emergency Shoreline Reconstruction

**Recommendation:**
That Presqu’ile Road emergency repairs, in the amount of $19,442.28 plus HST, be approved, and

That the repairs be funded from Township road reserves.

8.5. OPS2020-46 - Francis Lake Drive – One Foot Reserve Land Transfer

**Recommendation:**
That staff are hereby directed to prepare a by-Law to authorize the Mayor and Clerk to sign the land transfer document for one foot reserve on Francis Drive.
8.6. **OPS2020-47 - Francis Lake Drive – Contractor Grubbing Estimate**

**Recommendation:**
That the quote received from Canadian Woodland Contractors in the amount of $13,500 plus HST, to complete grubbing on Francis Drive be approved and,

That the project be funded by the Roads Reserve.

8.7. **PL.2020.47 - Recommendation Report for OPA 9 and Z-00-20 for Maureen MacDonald**

**Recommendation:**
Whereas Official Plan Amendment #9, by Maureen and Kenneth MacDonald, is complete and demonstrates consistency with the Provincial Policy Statement 2020, the County of Grey Official Plan, Recolour Grey, and the Township of Georgian Bluffs Official Plan, and

Whereas Zoning By-law Amendment application Z-06-20 is consistent with the Provincial Policy Statement 2020, the County of Grey Official Plan, Recolour Grey, the Township of Georgian Bluffs Official Plan and the intent of the Township of Georgian Bluffs Zoning By-law 2020-020,

Now Therefore, Official Plan Amendment #9, by Maureen and Kenneth MacDonald, and Zoning By-law Amendment application Z-06-20, are hereby approved.


**Recommendation:**
Whereas it has been demonstrated that the zoning by-law amendment application Z-02-18, is consistent with the PPS, 2020, the County of Grey Official Plan and the Township of Georgian Bluffs Official Plan,

Now Therefore, application Z-02-18 for lands described as Part Lot 40, Concession 19 (Keppel) for Sari Anna-Maria Salmela, is hereby approved.

9. **Public Question Period**

Please email questions for consideration of Council to the Acting Clerk at bdrury@georgianbluffs.ca.
10. **Unfinished Business**

10.1. Inglis Falls Road Reconstruction - Extension of Works

   Verbal update to be provided from the Director of Operations.

11. **New Business**

   Nil

12. **Notice of Motion**

13. **Closed Session**

   **Recommendation:**
   That Committee of the Whole move into closed session at _:_ _ p.m. with the Interim CAO, Chief Building Official and Acting Clerk remaining in the room to discuss:

   13.1. Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board - Current and Pending Township Litigation Matters

14. **Date of Next Regular Meeting/Adjournment**

   Council - October 21, 2020, 4:00 p.m.

   Special Council:

   October 16, 2020, 11:00 a.m.

   October 19, 2020, 5:00 p.m.

   October 20, 2020, 5:00 p.m.
What We Do

Cloudpermit gives municipal building departments of all sizes access to tools and software that have traditionally been accessible to only the largest cities.
**Applicants**
- Application Submission
- General inquiries
- Project staging

**Municipal Staff**
- Submissions support
- Customer service

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**Application**
- Plan/Drawing changes
- Online payments
- Communication

**Reviews**
- Additional payments
- Receive permit

**Permit Issuance**
- Inspection scheduling
- Payments
- Receive inspection report via email

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**Inspections**
- Field inspections
- Automated inspection reports
- Work off-line

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**Closed Permit**
- Final payments
- Project close-out

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**Cloudpermit**
About Cloudpermit

• Cloudpermit was founded in Finland 2011 and expanded to Canada in June 2018
  • City of Windsor, Ontario 1\textsuperscript{st} Canadian Client
  • 30+ Ontario Municipalities currently use Cloudpermit
  • Offices in Finland and Toronto
These counties are leading the way in Ontario with Cloudpermit
Benefits of Cloudpermit

For applicants/builders:
- 80% decrease in front counter visits
- 75KM of travel per/application saved on average
- Elimination of printing/paper costs
- Ability to manage multiple projects from a central source

For Municipalities:
- 50% increase in application approval timelines
- 80% of applications online after 3 months
- Up to 3x increase in departmental throughput & efficiency
- $$$ Savings on printing & paper costs
What our clients say

• “I am amazed by how easy the system is to use and how fast we were able to get up and running...The Cloudpermit team was very responsive and helpful. I would enthusiastically recommend them to any municipality.” **Travis Toms, CBO North Kawartha**

• “E-permitting has put all of our documents in one place...The tracking is phenomenal. There are no more lost documents and all the files are current...When Cloudpermit was implementing it, there was no downtime. They were very helpful and professional” **Debbie Anderson, CBO Grey Highlands**

• Cloudpermit clients, like Southwold, have had an easier time coping with the COVID-19 and have not had their business impacted significantly by the closure of municipal offices, work-from-home policies or social distancing practices” **Corey Pemberton, CBO Municipality of Southwold**
Out of the Box vs Highly Configured

What does Out of the Box mean?
• Cloudpermit is an Ontario specific solution, built to the requirements of Ontario Building Departments
• Cloudpermit is ~80% functional before implementation begins
• Built with Municipal partners

What does this mean for my city?
• Cloudpermit can be implemented 3-4x faster than traditional systems
• Lower upfront cost to implement as well as ongoing costs to maintain
• Implementations are significantly lower risk
• Easy to own
ePermitting & COVID-19

• Cloudpermit allows building dept’s to quickly mitigate impacts of COVID-19
  – Work from Home
  – Digital front counter
  – Open for business 24/7

• Cloudpermit’s COVID-19 Support Initiative
  – Free to use through September 2020
  – Access to entire toolbox
Integrations

- Property Database/Back-Office System
- GIS
- Financial System

Applicants
- Application Submission
- General Inquiries
- Project staging
- Plan/Drawing changes
- Online payments
- Communication
- Additional payments
- Receive permit
- Inspection scheduling
- Payments
- Receive inspection report via email
- Final payments
- Project close-out

Application
- Submission support
- Customer service
- Plan/drawing review
- Application review
- Approvals
- Issuance and approvals
- Internal communication and visibility
- Field inspections
- Automated inspection reports
- Integrated Ontario Building Code
- MPAC report
- Archiving
- Project close-out

E-Plan Review Software

Online Payment Gateway

Record Management System
Implementation Strategy

Implementation Averages 3 Weeks

- Project plan finalized
- Key dates agreed
- Mutual resource introductions

- End-User – 1 Day
- Administrator – 1 Day

- Evolta provides project plan within 5 business days

- Integrations
- Security
- Workflow
- Online payments
- Unique processes
- Data Migration
- Inspections

- Iterative UAT
- Workshop validation
- Ad-hoc training

- Post-go-live support
- Applicant support
- Project close-out
Pricing and Deployment

- Cloudpermit is not a modular system
  - Client’s get 100% of our functionality
- Cloudpermit doesn’t require large upfront CapEx
  - Industry leader in Software:Services cost ratio
- Scalable licensing model
  - No more user licenses!
- Cloudpermit clients go-live with end-to-end digital experience
  - Front & Back Office functionality are not segregated
Born in the Cloud

- Built in the Highly Secure Google Cloud Environment
- Available to any user, anytime, on any device
- Guaranteed 99.99% uptime annually
- Lower impact on Municipal IT resources = $$$’s saved!
- Always ‘latest and greatest’
Case Study - Municipality of Middlesex Centre

- Pop. 17,262
- Annual Permit Volume: ~750
- Cloudpermit go-live: August 2019
- Back-Office software: Keystone
- Team: 1 CBO, 2 Inspectors/Plan Review
- “It has really been an invaluable software that has helped us to eliminate our manual processes for applicants, builders and municipal staff” Arnie Marsman, CBO
Case Study: Municipality of Middlesex Centre

• Outcomes:
  - Permits issues 50% faster
  - 100% elimination of paper/printing costs
  - Applicants save 75km of travel time per trip to building dept.
  - Noted improvement in customer satisfaction
  - Massive increase in departmental efficiency
    - Now provide building services for 2 additional municipalities
Training

• Cloudpermit provides hands-on training for municipal staff through two courses
  – End-User Training
  – Administrator Training

• Cloudpermit also provides training for Applicants (external users) as part of standard implementation process
Support Resources

• Cloudpermit Support Portal
  – Instructional walkthroughs/manuals
  – Industry standard support ticket system
  – Video tutorials for both municipal and external users
  – Updated to align with 3-week release cycle
Customer Advisory Board

• CAB is a partnership between Cloudpermit and our clients
• Quarterly meetings
  – Review current state
  – Advise on short-term adjustments
  – Advise on product roadmap and overall direction
  – Support group for clients to share experiences
September 10, 2020

Township of Georgian Bluffs
177964 Grey Road 18, RR#3
Owen Sound, ON N4K 5N5

Dear Council Members:

We know we are not alone when we say that Covid-19 has had a challenging impact upon our volunteer-based organization. It is therefore with our greatest respect that we reach out to our community partners for financial assistance.

The impact of Covid-19 has been multi-layered for the Grey Bruce Huron Branch of St. John Ambulance. By mid-March 2020, all first aid training ceased and our doors were closed. We were grateful when students returned in early July however, to allow for social distancing our class sizes have been reduced to half, directly impacting our training revenue, which funds our volunteer activities. With the purchase of additional tables, which provide students with individual work stations, along with increased cleaning protocols and PPE (personal protective equipment), our costs per class have significantly increased. Despite this financial burden we are confident that our classrooms meet the highest standards to ensure the health and safety of our students, instructors and staff. A financial impact we could not have foreseen pre-Covid was the loss of donations for the provision of Medical First Responder coverage at local community events. Despite having no donations coming in we must ensure our equipment and ambulances are ready to respond in the event of a community emergency. This requires the completion of expensive yearly vehicle safeties and increased PPE provisions for our volunteers. One of the most difficult challenges our branch has faced is regarding our beloved Therapy Dogs, who have been unable to visit at local retirement homes and hospitals since mid-March. Our Therapy Dog volunteers know the importance of keeping our residents safe and are respectfully waiting until visitations once again open for their welcomed services.

It is for these reasons that we look to the generous support of donors like you, to continue providing our valuable community services and programming throughout Grey, Bruce and Huron. We would be most grateful for a donation of $500 or an attainable amount from your organization as we continue working together to make our communities safer.

Sincerely,

Tony-Alberts, CSTJ, Board Chair
Grey Bruce Huron Branch
Date: 2020-10-14
From: Luke Ryan, Deputy Chief Building Official
Subject: Approval of Purchase of Building Permit Software
Report: LEG2020-18

Recommendation

That Council authorize the purchase and implementation of Cloudpermit Building Permit Software and BlueBeam Plan Review Software to be funded entirely by building permit applications.

Background

In recent years, a number of large municipalities have made electronic building permit applications a reality, but this has come at significant cost of staff time and computer software/hardware. Generally, these processes take several months to more than a year to be implemented. They involve installation of complex software that requires frequent updates and comes at a cost that can only be justified by an extremely high amount of building permit activity.

It has been determined that Cloudpermit is the preferred electronic building permit application as it best fits the needs and requirements the Township of Georgian Bluffs building department. Using Cloudpermit, contractors and residents can submit plans online to the building department, and will also be able to log in to receive their permit, book inspections and check the outcome of inspections. Many of our neighbouring municipalities include Grey Highlands, West Grey, Chatsworth, Kincardine, Aaran-Elderslie, South Bruce Peninsula, Huron Kinloss and Northern Bruce Peninsula.

Analysis

Keystone Complete is the current software used by the Township of Georgian Bluffs building department to track building permit applications and record building inspections. Keystone Complete is currently ineffective for meeting the needs and
requirements of the Township’s Building Department as it lacks user friendliness and customization options. Keystone Complete also does not allow for building inspection results to be entered into the system by staff until they are back in the office.

With the addition of BlueBeam Software for plans review, there will be a significant reduction in the amount of paper required to operate. BlueBeam will also add to the benefit of CloudPermit, being that it will allow the ability for plans review to be completed remotely, if needed.

Implementing Cloudpermit will allow the Township’s Building department to better serve those looking to begin a new construction project. Cloudpermit is more user friendly for staff, contractors and residents of the Township than the current software being used. Cloudpermit is also customizable to suit the needs of various building projects.

Cloudpermit is easy to implement as it is hosted, maintained and updated by the service provider over the internet using industry best standards. With the service provider providing the updating and maintenance, Township staff are not required to provide resources to ensure its proper function.

Using the Cloudpermit software for building inspections reduces the risk for the Township as Building Officials will be able to document inspections in real time, on-site and upload photos from inspection sites. This feature will also reduce staff time spent in the office documenting the results and details found during building inspections.

Cloudpermit also allows the Township to reduce costs for items such as, printing costs for building permit applications, building plans, truss/heating drawings, site plans, etc. Contractors will then be able to submit applications completely online and view permit status and inspection status as well throughout the entire construction process.

**Financial Impact**

Township of Georgian Bluffs has a free trial of Cloudpermit until November 1st. After November 1st the software will require a $12,000 annual investment. Since the building department is self-funded through building permit fees there will be no impact on the tax levy. The cost of implementing BlueBeam Plan Review Software is a set one-time fee of $449.00 per user (x2 users).

A fee review has been conducted by the Building Department and once the necessary updates are implemented in our Fees & Charges Bylaw, we will cover all annual costs of implementing CloudPermit and BlueBeam software. Staff will be presenting updated fees to Council near the end of 2020 for implementation effective January 1, 2021.

The building department will require two tablets in order to document inspection findings while on an inspection site. These two tablets may also require monthly data coverage in order to upload inspection information to the cloud based system. This cost can be
covered with some of the funding received for COVID-19 relief, as implementing this new software will solve many operational downfalls in the Building Department during the “work-from-home” model we have been faced with and could be faced with again in the future due to COVID-19.

Cloudpermit is also waiving the $5,000.00 startup fee for the software.

It is important to note that staff have investigated other software solutions and conducted a cost-comparison. The implementation and annual cost for CloudPermit compared to other software solutions is significantly more cost-effective. To put that into perspective, CloudPermit’s annual cost is $12,000.00 with no set up fee. CityView, which is a widely-used municipal Building Department software, totals an annual fee of $31,000.00, plus an $80,000.00 implementation cost.

**Strategic Priorities**

CloudPermit will have a zoning program available in approximately one year, which will fully integrate the Township Zoning By-law with their software. This option will also cut down on zoning review. Cloudpermit also integrates with our online payment system on our website so that people can pay for their permits online using our existing platform. In addition, CloudPermit also collects all data required for our monthly reports i.e. Statistics Canada, Tarion New Home Warrant, MPAC, Surveys Ontario etc.

**Conclusion**

That Council authorize the purchase and implementation of Cloudpermit Building Permit Software, BlueBeam Plan Review Software and two tablets with monthly data coverage.

**Supporting Documentation**

N/A

Original signed by: Luke Ryan, Deputy Chief Building Official
Recommendation

That Committee of the Whole hereby approves amending Parking By-law 35-2003 to add enforcement to Lakeshore Road, and

That a By-law to enact said amendment be presented at the October 21, 2020 Council meeting.

Background

A complaint regarding parking along Lakeshore Road was received from a resident. Lakeshore road is an unmaintained road within the Municipality. Currently, the road is only wide enough for one vehicle of normal size to use safely. This is due to Lakeshore Road being extremely narrow. Parking on this road blocks access to residents who use this road to get to their properties. Also, should an emergency response vehicle be needed, it will not be able to make it down the road if someone is parked there.

If this area is designated as no parking, the Township can have vehicles parked on Lakeshore Road towed as a part of enforcement under the by-law.

It has been determined that amending By-law 35-2003 is the preferred solution as it best fits the needs for regulating parking within the specified area.

Analysis

N/A

Financial Impact

Signs will be required for each end of this road for public awareness that parking enforcement is taking place.
Strategic Priorities

N/A

Conclusion

That Council authorize the amendment of Parking By-law 35-2003 to add enforcement to Lakeshore Road.

Supporting Documentation

N/A

Original signed by: Abigail Woodcock, Administrative Assistant, Building & Planning
Date: 2020-10-14  
From: Brian Anderson, Operations & IT Coordinator  
Subject: Water Billing Relief Request – 427 Balmy Beach Road  
Report: OPS2020-44  

Recommendation

That staff are hereby directed to apply a credit of $205.65 to the account of 427 Balmy Beach Road as per Policy ENV-008-16 – Water Billing Relief.

Background

In January of 2016 Council approved Policy ENV-008-16 – Water Billing Relief, where residents could make a request to Committee to request financial relief from their water bill in a onetime only request where a plumbing malfunction had occurred.

Analysis

Following receipt of the September 8, 2020 water invoice, the property owner purchased 2 new toilets to address the plumbing malfunction which he had determined were the cause of the excessive water being used.

Once installed the Utility Coordinator attended the property and completed a Data Log with the Neptune Data Logger. The Data Log shows that the first replacement toilet significantly corrected the problem and that the second replacement finished correcting the problem once it arrived.

This is the property’s first occurrence. The problem was found and repaired in a timely manner to receipt of this bill.
Financial Impact

Should Committee of the Whole approve the recommendation as included in this the report, the East Linton Water System would not collect revenue of $353.63.

Strategic Priorities

3.3 Manage drinking and storm water.
   (a) Operate drinking water systems to maintain a high standard of public health and safety, protect the environment and ensure long term sustainability.

Conclusion

Issuing of a credit to the property owner would be consistent with past practices where a resident suffered a plumbing malfunction.

Supporting Documentation

Appendix 1 – E-Mail from Daren Carscadden
Appendix 2 – Original Water Invoice
Appendix 3 – Neptune Data Log for 427 Balmy Beach Road
Appendix 4 – 427 Balmy Beach Road Relief Calculations

Original signed by: Brian Anderson, Operations & IT Coordinator
Brian Anderson

From: Daren Carscadden
Sent: September 26, 2020 10:18 AM
To: Brian Anderson
Subject: Carscadden water relief
Attachments: image0.jpeg; ATT00001.htm; orderno.bmp; ATT00002.htm

Brian,

Please see attached my two invoices for new toilets from Home Depot.

The last two bills were very high. The bill for May-June was over $350 and the most recent bill was $507.64. Our bills obviously have never been that high.

We’ve replaced the 2 toilets which were causing the water loss.

Please see what you can do as far as a refund or credit.

Thanks,

Daren Carscadden
1590 20th Ave. E., Owen Sound, ON N4K 5N
LIAM CASEY STR MGR - (519) 372-3970

7154 00063 70605 12/09/20 04:36 PM
SALE CASHIER ASHLEE

791556070226 OPTUM VORMAX <A>  298.00
38753484075 Ext Wax Ring <A>  7.27
12611578311 CHATFIELD BN <A>  124.00

SUBTOTAL  429.27
GST/HST  55.81
TOTAL  $485.08

XXXXXXX5109 VISA  CAD$ 485.08

S/ CODE 016271/2631406  TA
Verified By PIN
Visa Credit
Sent from my iPhone

Begin forwarded message:

From: Home Depot <ContactUs@homedepot.com>
Date: September 17, 2020 at 1:27:21 PM EDT
To: "darencarscadden@hotmail.com" <darencarscadden@hotmail.com>
Subject: Your Order #212095226 Has Been Received
Dear DAREN,

We have successfully received your order. Thank you for shopping at The Home Depot Canada. Please see below for details.

Order Number: 212095226
Delivery Address: 427 BALMY BEACH ROAD

Order Summary

- **Model Number**: 707AA104.020
- **Store SKU**: 1000622215
- **Item Price**: $298.00
- **Quantity**: 1
- **Item Total**: $298.00

**Summary of Charges**

- **Order Subtotal**: $298.00
- **GST R135772911**: $38.74
- **HST**: $38.74
- **Order Total**: $336.74

**Payment Information**

This is an automated message. Please do not reply to this email.

To track your order please visit homedepot.ca and click on Order Status.

For questions about this order, send an SMS text to 84322 (standard text and data rates may apply) or visit our Contact Us page.

Thank you for shopping at The Home Depot Canada. We appreciate your business.

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Help us to end youth homelessness

The Home Depot Canada Foundation is helping to prevent and end youth homelessness in Canada.

Donate Now

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Get The Home Depot App
## Water Billing Charge

**Customer Number**

Water Billings

**Invoice Number:** 169368
**Billing Date:** SEP 8, 2020
**Due Date:** SEP 24, 2020
**Amount Due:** 507.64

---

### Invoice Details

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**Reading**

- **Current:** 1,205,781.0  SEP 2, 2020
- **Prior:** 1,076,501.0  JUN 29, 2020
- **Multiplier:** 0.0010

**Consumption:** 127.3 Cubic Metres  Billing Days: 65

**Leak detected everyday. Intermittent Leak.**

**Consumption History**

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<td>Feb 20</td>
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<td>Apr 20</td>
<td>81</td>
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<td>Jun 20</td>
<td>127.3</td>
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<tr>
<td>Sep 20</td>
<td>307.75</td>
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**EL Water Usage Operating Rate**

- 32.50 Cubic Metres at 0 = 240.19
- 13.53 Cubic Metres at 4.55 = 61.56

**EL Water Base Operating Rate**

- 98.80

**EL Water Usage Reserve Rate**

- 32.50 Cubic Metres at 0 = 61.75
- 13.53 Cubic Metres at 1.13 = 15.20

**EL Water Base Reserve Rate**

- 24.05

**Billing Amount:** 507.64

---

**Account**

CARSADDEN DAREN EDWARD
CARSADDEN ELIZABETH
427 BALMY BEACH ROAD
OWEN SOUND, ON N4K 5N4

---

1.25% charge added to all overdue accounts each month. Water emergencies: call 519-372-6534 - 24/7

TOWNSHIP GEORGIAN BLUFFS
Telephone - (519) 376-2729

E & O.E.
N_SIGHT R900 Report
E-Coder R900 Data Logging Report

Minor Reverse Flow Flag  Major Reverse Flow Flag  Intermittent Leak Flag  Continuous Leak Flag

Interval (Daily)

*All time intervals are represented in standard time.
## N_SIGHT R500 Report
Data Logging Report Daily

**MIU ID:** [Redacted]  
**Meter Combination:** WATER, 5/8" - 1 1/2" T-10, CUBIC METERS

**Interval Date Range:** 06/21/2020 - 09/25/2020

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*All time intervals are represented in standard time.
### Original Invoice 169368

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### Original Invoice 169368 - Adjustment as per Policy ENV-008-16

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<th>Capital ($0.37/day)</th>
<th>Sub - Total ($1.89/day)</th>
<th>Operating ($1.52/m3)</th>
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### Original Invoice 169368 - Credit to be applied at Committees Discretion

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Date: 2020-10-14

From: Tyler Jahnke, Director of Operations

Subject: Presqu’ile Road Emergency Shoreline Reconstruction

Report: OPS 2020-45

Recommendation

That Presqu’ile Road emergency repairs, in the amount of $19,442.28 plus HST, be approved, and

That the repairs be funded from Township road reserves.

Background

On August 4, 2020 a ratepayer notified Township staff of significant damage to the shoreline in front of 339524 Presqu’ile Road. The Acting Roads Supervisor followed up on this request and provided pictures and initial comments (Appendix 1).

This damage was the result of record high water levels in Georgian Bay combined with a NE Storm that occurred just prior to August 4th.

Analysis

Staff investigated possible solutions to reconstruction this portion of Presqu’ile Road. The elevation from the road to the water level was approximately 3m. The erosion was within 2m of the edge of the pavement. The potential of another NE storm hitting the same location would possibly cause road failure.

Staff brought this issue to Council’s attention at their September 2, 2020 meeting, and further to notify them that an RFT would not be possible based on the in water work window closing September 30, 2020.

Three contractors were asked to quote on these works. Two of the three could not meet the in water works window.
Bluewater Landscaping provided the Township with a competitive estimate (Appendix 2) based on time and material, and could meet the in water works.

Bluewater Landscaping completed the works as described in their quote on September 22, 2020.

**Financial Impact**

These emergency repairs will be funded through the road reserves and amount to $19,442.28 (plus H.S.T) as per the attached invoice from Bluewater Landscaping (Appendix 3).

**Strategic Priorities**

3.2 Protect environmentally sensitive areas and habitat.

(a) Design roads to minimize environmental impact using new technologies that reduce erosion, increase water quality from storm sewer collection/discharge.

**Conclusion**

Staff were notified of a serious potential road hazard on Presqu’ile Road by a ratepayer. Staff acted quickly to complete the necessary permits and to contract out the work in the most efficient manner. The cost of these emergency repairs will be funded from road reserves.

**Supporting Documentation**

Appendix 1 – FW_ Concerns-Original – e-mail.

Appendix 2 – Bluewater Landscaping Quote

Appendix 3 – Bluewater Landscaping Invoice

Original signed by: Tyler Jahnke, Director of Operations
From: Tyler Jahnke
Sent: September 9, 2020 1:53 PM
To: Steve Loomis - 362535 Lindenwood Road
Subject: FW: Concerns

Hi Steve,
Can you please send me a rough estimate.
This estimate should include;
For approximately 20m of shore line restoration at 339524 Presqu’ile Road as discussed today onsite;
pictures attached bellow

1. Completion date (if you can make the September 30th Dead line)
2. Estimated amount of material and a unit price per tonne. (375t)
3. Trucking cost – hourly
4. Excavation and labour cost.

I have not had any luck getting an extension for the in water works window. There may be a work around where we could do the in water work and complete the remainder of the shore line protection at a later date.

Thanks again,

Tyler Jahnke. C.Tech, rcji
Director of Operations

Township of Georgian Bluffs
177964 Grey Road 18, R.R. #3., Owen Sound, Ontario, N4K 5N5
P: 519-376-2729 Ext. 225 | tjahnke@georgianbluffs.ca |
Find us: www.georgianbluffs.ca

From: Troy Unruh
Sent: August 6, 2020 10:07 AM
To: Brian Anderson <banderson@georgianbluffs.ca>
Cc: Tyler Jahnke <tjahnke@georgianbluffs.ca>
Subject: Re: Concerns

Hey the shore is eroding looks like it is about 7-8 feet from paved surface but it is getting washed away.
On Aug 4, 2020, at 13:03, Brian Anderson <banderson@georgianbluffs.ca> wrote:

Hi Troy,

As you can, can you check out how bad the erosion is in front of 339524 Presqu’ile Road, caller reports the weekend did a number on eroding it further. Also, can you check the drainage around 159 Ishwar as the resident reports that there was a lot of the shoulder washed into the ditch and is now impeding the flow.

Thanks,
Brian
September 11, 2020

Dear Tyler,

It is our pleasure to submit hourly rates for labour and equipment for the Erosion Control works at 339524 Presqu’ile Road. As discussed on site September 10th the shoreline work will be approximately 20 meters long and be from the existing gabion baskets to the eroded bank using an estimated 375 tonnes of quarried rock. The rock will be dumped on a gravel pad on the roadway to limit damage of the roadway, then at the end of the project the gravel pad will be removed by the municipality.

**Bluewater Landscaping and Construction Hourly Rates:**

- 350 Case Excavator - $155 / Hour
- 210 Case Excavator - $140 / Hour
- Tri Axle Truck - $95 / Hour
- Labourer - $45 / Hour
- Random Armour Stone - $55 / Tonne
- Anticipated start date is September 21st, 2020

**Notes:**
- HST is Extra
- Quote is valid for 30 days
- Payment due within 30 days

We look forward to the opportunity of working with the municipality on this project. If you have any questions, please feel free to contact me on my cell.

Yours truly,

*Steve Loomis*

(519) 379-4446
INVOICE

Date: 2020-09-21
Invoice #: 20-1149
For: Presqu'ile Road Shoreline Repair
Bill To: Township of Georgian Bluffs
177964 Grey Road 18
R R #3
Owen Sound, Ontario
N4K 5N5

<table>
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<td>Tri Axles Trucks - 18.5 Hours @ $95.00/Hr</td>
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<td>Labourer - 10 Hours @ $45.00/Hr</td>
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<td>Random Armour Stone - 277.18 Tonnes @</td>
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<td>7/8 Crusher Run - 21.79 Tonnes @</td>
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<td>Floating of Equipment</td>
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Make all checks payable to Bluewater Landscaping Construction LTD. If you have any questions concerning this invoice, please contact Steve Loomis @ 519 379 4446 or email steve@bluewaterltd.ca

HST #804285302RT0001

THANK YOU FOR YOUR BUSINESS!

ITEM SUBTOTAL $19,442.28

SUBTOTAL $19,442.28

HST $2,527.50

TOTAL $21,969.78
Date: 2020-10-14
From: Tyler Jahnke, Director of Operations
Subject: Francis Lake Drive – One foot reserve Land Transfer
Report: OPS 2020-46

Recommendation

That staff are hereby directed to prepare a by-Law to authorize the Mayor and Clerk to sign the land transfer document for one foot reserve on Francis Drive.

Background

Report OPS2019-61 – Francis Drive Request for Assumption was presented to the Operations Committee at their June 10th, 2019 meeting. This report included a petition from residence supporting the assumption of Francis Drive.

The Operations Committee past the following resolutions on June 10, 2019.

a) OPS2019-61 - Francis Drive Request for Assumption

Moved by: Mayor Burley

- That the Operations Committee recommends to Council that Francis Drive, north of Concession 14, be assumed into the maintained road inventory by the end of the summer 2020; and

- That the road be built by township forces to the same standard as Big Rock Road and Spencer Avenue; and

- That staff report back to the Operations Committee regarding scheduling of the build; and
• That a public meeting be held to advise Francis Lake residents of this decision; and

• That in the interim the road is to receive courtesy maintenance in order to maintain pass ability.

Carried OP-2019-18

Council ratified recommendation number OP-2019-18 at their meeting on June 19, 2019.

Following Council’s direction, staff reviewed the onsite work for tree clearing and noted the close proximity to power lines and structures. It was determined that this work will need to be contracted out to certified arborists.

Staff have been working with Murray & Thomson Barristers and Solicitors to acquire a one foot reserve located in the middle of Francis Drive. This land purchase has been slowed by the land being part of an estate.

The Township’s intent is to connect Francis Lake south with the northern portion to enable proper EMS service as well as our ability to provide winter maintenance. Acquiring the one foot reserve will complete this connection.

Analysis

Murray & Thomson have provided the Township with an update that the Certificate of Appointment has now been obtained.

Financial Impact

No financial impact at this time

Strategic Priorities

2.2 Support increasing residential development.

(a) Expand existing servicing/utilities to prepare for new development.
Conclusion

The land transfer of this one foot reserve is necessary for the Township to finalize the original intent to connect Francis Lake south with the northern portion to enable proper EMS service as well as our ability to provide winter maintenance.

Supporting Documentation

Appendix 1 – docs-10072020104319

Original signed by: Tyler Jahnke, Director of Operations
PURCHASERS' DIRECTION

TO: Estate of Muriel McCrabb

AND TO: Donnelly Murphy Lawyers
Professional Corporation

RE: The Corporation of the Township of Georgian Bluffs transfer of one foot reserve from Estate of Muriel Elda McCrabb
PT LT 23 CON 14 KEPEL, PT 1 16R11338; T/W R507255; TOWNSHIP OF GEORGIAN BLUFFS
File No.: 191227

DIRECTION:

To prepare the Transfer/Deed of Land in the above-noted matter as follows:

THE CORPORATION OF THE TOWNSHIP OF GEORGIAN BLUFFS

Address for service:

177964 Grey Road 18,
R. R. # 3,
Owen Sound, Ontario, N4K 5N5

And this shall be your full and sufficient authority for so doing.

Dated at Georgian Bluffs this day of October, 2020

THE CORPORATION OF THE TOWNSHIP OF GEORGIAN BLUFFS

Dwight Burley, Mayor

Brittany Drury, Acting Clerk

We have authority to bind the Corporation.
ACKNOWLEDGEMENT

TO:        Ross H. Thomson
           Murray & Thomson
           Barristers & Solicitors

RE:        The Corporation of The Township of Georgian Bluffs transfer from Estate of
           Muriel Elda McCrab
           PT LT 23 CON 14 KEPPEL, PT 1 16R11338; T/W R507255; TOWNSHIP OF
           GEORGIAN BLUFFS, County of Grey
           Our File No.: 191227

We hereby acknowledge:

1.    THAT there will be no opinion of title given with respect to this transaction. The firm of
      Murray & Thomson has not and will not be conducting a search of title, searching zoning
      or tax information with respect to the subject property.

2.    THAT the firm of Murray & Thomson has not conducted an environmental assessment in
      relation to the subject lands.

We hereby instruct you to complete the within transaction and acknowledge that your opinion to
us will be subject to the foregoing.

Dated at Georgian Bluffs, Ontario this       day of October, 2020.

THE CORPORATION OF THE TOWNSHIP
OF GEORGIAN BLUFFS

Per:________________________
Name: Dwight Burley
Title: Mayor

Per:________________________
Name: Brittany Drury
Title: Acting Clerk

We have the authority to bind the corporation.
ACKNOWLEDGEMENT AND DIRECTION

TO: Ross H. Thomson

AND TO: Murray & Thomson
Barristers & Solicitors

RE: The Corporation of the Township of Georgian Bluffs transfer from Estate of Muriel Elda McCrabb
PT LT 23 CON 14 KEPPLE, PT 1 16R11338; T/W R507255; TOWNSHIP OF GEORGIAN BLUFFS
File No.: 191227

This will confirm that:

- We have reviewed the information set out in this Acknowledgement and Direction and in the documents described below (the "Documents"), and that this information is accurate;
- You, your agent or employee are authorized and directed to sign, deliver, and/or register electronically, on our behalf the documents in the form attached.
- You are hereby authorized and directed to enter into an escrow closing arrangement substantially in the form attached hereto being a copy of the version of the Document Registration Agreement, which appears on the website of the Law Society of Upper Canada as of the date of the Agreement of Purchase and Sale herein. We hereby acknowledge the said Agreement has been reviewed by us and that we shall be bound by its terms;
- The effect of the Documents has been fully explained to us, and we understand that we are parties to and bound by the terms and provisions of the Documents to the same extent as if we had signed them; and
- We are in fact the parties named in the Documents and I/we have not misrepresented our identities to you.

I: ______________________, am the spouse of ____________________________, the
(Transferor/Charger), and hereby consent to the transaction described in the Acknowledgement and Direction. I authorize you to indicate my consent on all the Documents for which it is required.

DESCRIPTION OF ELECTRONIC DOCUMENTS

The Document(s) described in the Acknowledgement and Direction are the Document(s) selected below which are attached hereto as "Document in Preparation" and are:

X A Transfer of the land described above.
□ A Charge of the land described above.
□ An Application to - of the land described above.
□ Other documents set out in Schedule "B" attached hereto.

Dated at Georgian Bluffs this ______ day of October, 2020.

WITNESS
(As to all signatures)

THE CORPORATION OF THE TOWNSHIP OF
GEORGIAN BLUFFS

________________________
Dwight Burley, Mayor

________________________
Brittany Drury, Acting Clerk

We have authority to bind the Corporation.
Properties

PIN 37029 - 0178  LT Interest/Estate Fee Simple  Split
Description PT LT 23 CON 14 KEPPEL, PT 1 16R11338; TW R507255; TOWNSHIP OF GEORGIAN BLUFFS
Address GEORGIAN BLUFFS

Consideration

Consideration  $2.00

Transferor(s)

The transferor(s) hereby transfers the land to the transferee(s).

Name  ATKEN, GARFIELD
Acting as an individual

Address for Service

This document is not authorized under Power of Attorney by this party.

This transaction is not subject to any writs of execution. Execution search(s) completed on . Clear execution Number(s) . I confirm the appropriate party(ies) were searched.

Name  SPEER, ERMA
Acting as an individual

Address for Service

This document is not authorized under Power of Attorney by this party.

This transaction is not subject to any writs of execution. Execution search(s) completed on . Clear execution Number(s) . I confirm the appropriate party(ies) were searched.

Transferee(s)  Capacity  Share

Name  THE CORPORATION OF THE TOWNSHIP OF GEORGIAN BLUFFS
Registered Owner
Acting as a company

Address for Service  177964 Grey Road 18, RR 3
Owen Sound, ON N4K 5N5

Statements

The personal representative has the authority to transfer the land under the terms of the will, if any, the Estates Administration Act and the Succession Law Reform Act.

Title to the land is not subject to spousal rights under the Family Law Act.

The debts of the deceased are paid in full

No consents are required for this transfer.

STATEMENT OF THE TRANSFEROR (S): The transferor(s) verifies that to the best of the transferor's knowledge and belief, this transfer does not contravene the Planning Act.

STATEMENT OF THE SOLICITOR FOR THE TRANSFEROR (S): I have explained the effect of the Planning Act to the transferor(s) and I have made inquiries of the transferor(s) to determine that this transfer does not contravene that Act and based on the information supplied by the transferor(s), to the best of my knowledge and belief, this transfer does not contravene that Act. I am an Ontario solicitor in good standing.

STATEMENT OF THE SOLICITOR FOR THE TRANSFEE (S): I have investigated the title to this land and to abutting land where relevant and I am satisfied that the title records reveal no contravention as set out in the Planning Act, and to the best of my knowledge and belief this transfer does not contravene the Planning Act. I act independently of the solicitor for the transferor(s) and I am an Ontario solicitor in good standing.

Calculated Taxes

Provincial Land Transfer Tax  $0.00

Page 55 of 92
LAND TRANSFER TAX STATEMENTS

In the matter of the conveyance of: 37029 - 0176  PT LT 23 CON 14 KEPPLE, PT 1 18R11338; TW R507255; TOWNSHIP OF GEORGIAN BLUFFS

BY: AITKEN, GARFIELD SPEER, ERMA

TO: THE CORPORATION OF THE TOWNSHIP OF GEORGIAN BLUFFS Registered Owner

1. DWIGHT BURLY AND BRITTANY DRURY

I am
☐ (a) A person in trust for whom the land conveyed in the above-described conveyance is being conveyed;
☐ (b) A trustee named in the above-described conveyance to whom the land is being conveyed;
☐ (c) A transferee named in the above-described conveyance;
☐ (d) The authorized agent or solicitor acting in this transaction for _____ described in paragraph(s) ( ) above.
☐ (e) The President, Vice-President, Manager, Secretary, Director, or Treasurer authorized to act for THE CORPORATION OF THE TOWNSHIP OF GEORGIAN BLUFFS described in paragraph(s) (c) above.
☐ (f) A transferee described in paragraph ( ) and am making these statements on my own behalf and on behalf of _____ who is my spouse described in paragraph ( ) and as such, I have personal knowledge of the facts herein deplored to.

3. The total consideration for this transaction is allocated as follows:

(a) Monies paid or to be paid in cash $2.00
(b) Mortgages (i) assumed (show principal and interest to be credited against purchase price) $0.00
(ii) Given Back to Vendor $0.00
(c) Property transferred in exchange (detail below) $0.00
(d) Fair market value of the land(s) $0.00
(e) Liens, legacies, annuities and maintenance charges to which transfer is subject $0.00
(f) Other valuable consideration subject to land transfer tax (detail below) $0.00
(g) Value of land, buildings, fixtures and goodwill subject to land transfer tax (total of (a) to (f)) $2.00
(h) VALUE OF ALL CHATTELS -items of tangible personal property $0.00
(i) Other considerations for transaction not included in (g) or (h) above $0.00
(i) Total consideration $2.00

4. Explanation for nominal considerations:

(g) Transfer to a municipality pursuant to subdivision or development agreement, condominium approval or other municipal purposes: according to Bylaw number

5. The land is not subject to an encumbrance

6. Other remarks and explanations, if necessary.

1. The information prescribed for purposes of section 5.0.1 of the Land Transfer Tax Act is not required to be provided for this conveyance.

2. The transferee(s) has read and considered the definitions of "designated land", "foreign corporation", "foreign entity", "foreign national", "specified region" and "taxable trustee" as set out in subsection 1(1) of the Land Transfer Tax Act. The transferee(s) declare that this conveyance is not subject to additional tax as set out in subsection 2(2.1) of the Act because:

3. (a) This is not a conveyance of land that is located within the "specified region".

4. The transferee(s) declare that they will keep at their place of residence in Ontario (or at their principal place of business in Ontario) such documents, records and accounts in such form and containing such information as will enable an accurate determination of the taxes payable under the Land Transfer Tax Act for a period of at least seven years.

5. The transferee(s) agree that they or the designated custodian will provide such documents, records and accounts in such form and containing such information as will enable an accurate determination of the taxes payable under the Land Transfer Tax Act, to the Ministry of Finance upon request.

PROPERTY Information Record

A. Nature of Instrument: Transfer By Personal Representative

B. Property(s): PIN 37029 - 0176 Address GEORGIAN BLUFFS

C. Address for Service: 177964 Grey Road 18, RR 3

Owen Sound, ON N4K 5N5

D. (i) Last Conveyance(s): PIN 37029 - 0176 Registration No.

(ii) Legal Description for Property Conveyed: Same as in last conveyance? Yes ☐ No ☒ Not known ☐
Date: 2020-10-14

From: Tyler Jahnke, Director of Operations

Subject: Francis Lake Drive – Contractor grubbing estimate

Report: OPS 2020-47

Recommendation

That the quote received from Canadian Woodland Contractors in the amount of $13,500 plus HST, to complete grubbing on Francis Drive be approved and,

That the project be funded by the Roads Reserve.

Background

Report OPS2019-61 – Francis Drive Request for Assumption was presented to the Operations Committee at their June 10th, 2019 meeting. This report included a petition from residence supporting the assumption of Francis Drive.

The Operations Committee past the following resolutions on June 10, 2019.

a) OPS2019-61 - Francis Drive Request for Assumption

   Moved by: Mayor Burley

   • That the Operations Committee recommends to Council that Francis Drive, north of Concession 14, be assumed into the maintained road inventory by the end of the summer 2020; and

   • That the road be built by township forces to the same standard as Big Rock Road and Spencer Avenue; and

   • That staff report back to the Operations Committee regarding scheduling of the build; and
• That a public meeting be held to advise Francis Lake residents of this decision; and
• That in the interim the road is to receive courtesy maintenance in order to maintain pass ability.

Carried OP-2019-18

Council ratified recommendation number OP-2019-18 at their meeting on June 19, 2019.

Following Council’s direction, staff reviewed the onsite work for tree clearing and noted the close proximity to power lines and structures. It was determined that this work will need to be contracted out to certified arborists.

Staff have been working with Murray & Thomson Barristers and Solicitors to acquire a one foot reserve located in the middle of Francis Drive. This land purchase has been slowed by the land being in an estate.

The Townships’ intent is to connect Francis Lake south with the northern portion to enable proper EMS service as well as our ability to provide winter maintenance.

Analysis

This project has been delayed with the land transfer of the one foot reserve to connect the southern and northern portions of Francis Lake.

The original intention was for the grubbing to be done in house by our roads department. Some of the trees to be removed will have stumps larger than our equipment can remove. The roads department already has a busy fall schedule set and will be delayed with these additional works.

The Contractor for the tree clearing as awarded through RFT 2020-10 is Canadian Woodland Contractors Inc. at a price of $37,840 plus HST. The Contractor has provided staff with a quote to complete the grubbing (stump removal). As he anticipates to use the same equipment to remove the trees this will be considered a cost savings.
Tree stump removal and more importantly disposal has changed in the last 5 years. It is now considered to be a non-hazardous material that most landfills will not accept.

Financial Impact

This work, quoted at $13,500.00 plus HST, would be funded out of the road reserves.

Strategic Priorities

2.2 Support increasing residential development.

(a) Expand existing servicing/utilities to prepare for new development.

Conclusion

The proposed assumption of Francis Lake Drive has been delayed by the land transfer of a one foot reserve. This caused a late season tender for the tree removal contractor. The Director of Operations has requested an estimate to complete the grubbing (including disposal) as a contemplated change order.

Staff recommend approving these works as it will allow the roads department to concentrate on the already scheduled activities.

Supporting Documentation

Appendix 1 – Francis Lake Road Widening, 
Georgian_Bluffs_Estimate_Oct_07_2020_14_33_24

Original signed by: Tyler Jahnke, Director of Operations
Project: Francis Lake Road Widening, Georgian Bluffs

Price includes: Mobilization, labour, preparation and chipping of woody material. Stumps excavated and ground or ground in place. Wood chips and shreds from chipping and grinding activities removed off site.

<table>
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<th>item</th>
<th>quantity</th>
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<th>total</th>
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<td>Grubbing of Site (while onsite completing the clearing) including disposal off site</td>
<td>1</td>
<td>$13,500.00</td>
<td>$13,500.00</td>
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Thank you for the opportunity!

Subtotal: $13,500.00

HST: $1,755.00

Total: $15,255.00
Date: Wednesday, October 14, 2020
From: Jenn Burnett, Planner
Subject: Recommendation Report for OPA-9, Z-06-20, B04-20 and B05-20 for Maureen and Kenneth MacDonald further to PL.2020.34
Report: PL.2020.47

Proposal

Subject Lands

Civic Address: 177974 Grey Road 18, Owen Sound, ON, N4K 5N5
Legal Description: Part Lot 17, Concession 5 (Derby)

Proposal

Official Plan Amendment Application OPA 9 is to re-designate a portion of the subject lands from ‘Future Development’ to ‘Residential’ in the Township of Georgian Bluffs Official Plan. No amendment to the County Official Plan is required as it designates the lands Secondary Settlement Area under Schedule ‘A’ and permits residential development.

The attached schedule, provided by the applicant, identifies the yellow area outlined in black hatched lines as the area to be designated residential and it will also be the area that will be rezoned to ‘R1’. The area in gold in the northwest portion of the property will remain designated Future Development and zoned Planned Development.
Zoning By-law Amendment Application Z-06-20 is to facilitate the severance of two residential lots. Relief to the Township of Georgian Bluffs Zoning By-law 2020-020, Table 9.4 is requested as follows:
1. Retained parcel: reduce the minimum lot frontage from 36 m to 22 m and;
2. Severed lot #1: reduce the minimum required lot area from 4047m² to 3960m².

On July 14, 2020 the Committee of Adjustment granted conditional approval for the creation of 2 new residential with the following dimensions:

<table>
<thead>
<tr>
<th></th>
<th>B04/20</th>
<th>B05/20</th>
</tr>
</thead>
<tbody>
<tr>
<td>Frontage</td>
<td>36 m</td>
<td>36 m</td>
</tr>
<tr>
<td>Width: Rear Lot Line</td>
<td>36 m</td>
<td>43.71 m</td>
</tr>
<tr>
<td>Depth: Side Lot Line</td>
<td>110 m</td>
<td>110 m</td>
</tr>
<tr>
<td>Area</td>
<td>3960 m²</td>
<td>4065 m²</td>
</tr>
</tbody>
</table>

The conditions include that OPA 9 be approved and that a zoning by-law amendment be in force and effect. No appeals were received.

**Policies Affecting the Proposal**


Please refer to PL.2020.34 for a review of applicable policy presented July 15, 2020.

**Amending Zoning By-law**

The purpose and effect of the proposed zoning by-law amendment application is to rezone a portion of the lands from Planned Development ‘PD’ to General Residential ‘R1’. No other relief was requested, however staff recommend that the amending by-law recognize the drainage feature in the text of the by-law as well as delineate it as a no development area so that subsequent owners are aware of the requirement to maintain the feature and not alter it. If Council is not satisfied with addressing the drainage area through the amending by-law the other option is to require that the owner enter into a site plan agreement to be registered on title to the lands, addressing the drainage feature.

**Relevant Consultation**

The virtual Public Meeting to consider the application was broadcast online July 15, 2020 via Microsoft Teams. The meeting was attended by planner Ron Davidson who spoke in support of the proposal. No residents provided written comments or made oral submissions during the virtual Public Meeting. No additional comments were received or concerns identified after the Public Meeting. All comments are contained in report PL.2020.34.
Conclusion & Recommendation

Official Plan Amendment 9
The application to amend the Township of Georgian Bluffs Official Plan is complete and demonstrates consistency with the Provincial Policy Statement 2020, the County of Grey Official Plan, Recolour Grey, and the Township of Georgian Bluffs Official Plan. It is recommended that Official Plan Amendment #9, by Maureen and Kenneth MacDonald be adopted.

Zoning By-law Amendment Z-06-20
It has been demonstrated that application Z-06-20 is consistent with the Provincial Policy Statement 2020, the County of Grey Official Plan, Recolour Grey, the Township of Georgian Bluffs Official Plan and the intent of the Township of Georgian Bluffs Zoning By-law 2020-020. It is recommended that application Z-06-20 be approved.

Respectfully Submitted:

Jenn Burnett

Jenn Burnett, MSc., MCIP, RPP
Date: Wednesday, July 15, 2020
From: Jenn Burnett, Planner
Subject: Public Meeting Report for OPA-9, Z-06-20, B04-20 & B05-20 for Maureen and Ken MacDonald
Report: PL.2020.34

Application Summary

Subject Lands

Civic Address: 177974 Grey Road 18, Owen Sound, ON, N4K 5N5

Legal Description: Part Lot 17, Concession 5 (Derby)

Proposal:

Official Plan Amendment Application OPA 9 is to re-designate a portion of the subject lands from 'Future Development' to 'Residential' in the Township of Georgian Bluffs Official Plan. No amendment to the County Official Plan is required as it designates the lands Secondary Settlement Area under Schedule ‘A’ and permits residential development.

The attached schedule, provided by the applicant, identifies the yellow area outlined in black hatched lines as the area to be designated residential and it will also be the area.
that will be rezoned to ‘R1’. The area in gold in the northwest portion of the property will remain designated Future Development and zoned Planned Development.

Zoning By-law Amendment Application Z-06-20 is to facilitate the severance of two residential lots. Relief to the Township of Georgian Bluffs Zoning By-law 2020-020, Table 9.4 is requested as follows:
1. Retained parcel: reduce the minimum lot frontage from 36 m to 22 m and;
2. Severed lot #1: reduce the minimum required lot area from 4047m² to 3960m².

The new residential lots propose the following dimensions:

<table>
<thead>
<tr>
<th></th>
<th>B04/20</th>
<th>B05/20</th>
</tr>
</thead>
<tbody>
<tr>
<td>Frontage</td>
<td>36 m</td>
<td>36 m</td>
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<td>110 m</td>
</tr>
<tr>
<td>Area</td>
<td>3960 m²</td>
<td>4065 m²</td>
</tr>
</tbody>
</table>

The proposed severance site plan is appended to this report for Council and Committee’s review.
Policies Affecting the Proposal


The 2020 Provincial Policy Statement (PPS) issued under Section 3 of the Planning Act requires that land use planning decisions ‘be consistent with’ provincial policies. Decision makers are asked to be consistent with the policies of the PPS including: 1. Building Strong Healthy Communities; 2. Wise Use and Management of Resources; and 3. Protecting Public Health and Safety. The PPS is to be read in its entirety and the relevant policies are to be applied to each situation, therefore only excerpts from the PPS have been highlighted to demonstrate the proposal’s conformity with the Provincial Policy Statement.

Under Section 4.6 of the PPS, the Official Plan is identified as, “the most important vehicle for implementation of this Provincial Policy Statement. Comprehensive, integrated and long-term planning is best achieved through official plans. Official plans shall identify provincial interests and set out appropriate land use designations and policies.” (PPS 2020, pg. 35). Schedule A of the Grey County Official Plan (GCOP) and Schedule A of the Township of Georgian Bluffs Official Plan (GBOP) locate the subject lands within the Secondary Settlement Area of Springmount. Section 1.1.3.1 of the PPS, 2020 identifies that “Settlement areas shall be the focus of growth and development.” (PPS, 2020 pg.8)

The existing lots in this area are privately serviced. The proposed lots are within a settlement area and will be serviced by individual wells and individual septic systems in accordance with the Ontario Building Code. The creation of lots on private services is permitted in accordance with Section 1.6.6.4 of the PPS, 2020.

“1.6.6.4 Where municipal sewage services and municipal water services or private communal sewage services and private communal water services are not available, planned or feasible, individual on-site sewage services and individual on-site water services may be used provided that site conditions are suitable for the long-term provision of such services with no negative impacts. In settlement areas, individual on-site sewage services and individual on-site water services may be used for infilling and minor rounding out of existing development.” (PPS, 2020 pg.19).

In support of the applications, the property owner submitted a planning report and a drainage study to demonstrate compliance with provincial policy and official plan policies of the County and the Township. To satisfy Section 2.10.5 of the GBOP, the drainage study, prepared by Darryl M. Robins Consulting Inc. proposes a ditch along the southern property line that abuts the Township property. The proposed ditch will be located 1.5 m from the property line and will direct the drainage south towards the retained lot. A registered drainage easement will be required to recognize the discharge of water through the retained lot to the rear watercourse. The proposed drainage plan was reviewed by the GSCA and accepted.
The subject lands front onto Grey Road 18. Per Section 2.9.3.2 of the GBOP, County roads are considered arterial roads intended to accommodate “the expeditious movement of high volumes of traffic on two to four lanes of pavement, while providing limited access to abutting properties.” The applicant preconsulted with the County Transportation Department and in a letter dated September 20, 2019, obtained an exemption from the entrance permit policy for the two proposed lots. As the subject lands are within 400m of a controlled access highway, the MTO was circulated for comment and noted no concern with the proposed applications.

Section 3.1 Natural Hazards, of the PPS 2020 directs development outside of hazardous areas. July 7, 2020 comments from the GSCA identify that the natural hazards identified on the property include the flood and erosion potential of the Pottawatomi River. They note that an estimated floodplain was established from a 1988 study and while the proposed lots are outside of this area, the existing structures on the retained parcel are within that estimated flood plain. The GSCA noted that there appears to be sufficient area on the retained parcel to relocate structures outside of the floodplain if necessary. They conclude that consistency with the relevant sections of Section 3.1 of the PPS 2020 have been demonstrated.

Section 2.1 of the PPS 2020 directs that Natural features and areas shall be protected for the long term. The GSCA, on behalf of the Township, reviews and comments on the impact of applications on the Natural Heritage features and consistency with the PPS 2020. “The natural heritage features identified on the subject lands include significant woodland as mapped through the County of Grey Official Plan, potential or significant wildlife habitat associated with a movement corridor identified as a natural heritage linkage in the County of Grey Official Plan, significant valleylands as mapped in the County of Grey Official Plan, and fish habitat.” (Comments dated July 7, 2020, pg. 3) They commented that the proposed lots are setback further from the natural heritage features than the existing development on the retained parcel and “are not proposed to directly contain any of the noted fish habitat present on the overall site.” Consistency with Section 2.1 of the PPS has been demonstrated. The full comments are attached for Council’s consideration.

Zoning By-law

The purpose and effect of the proposed zoning by-law amendment application is to rezone a portion of the lands from Planned Development ‘PD’ to General Residential ‘R1’. The site specific by-law will also grant relief to the minimum lot frontage requirement for the retained parcel from 36m to 22m and the minimum lot area for severed lot #1 from 4047m² to 3960m². The proposed residential uses are appropriate and complimentary to the surrounding rural area and residential uses.

Relevant Consultation

Agency

A Notice of Complete Application and Notice of Public Meeting was circulated to the agencies on June 17, 2020. The following comments were received:

PL.2020.34
• **Grey Sauble Conservation Authority** – provided comments dated July 7, 2020,
“We are generally accepting of the proposed grading and drainage plans; we recommend that these plans be updated if necessary, to address the future site-specific development proposals for each of the lots.
Given the above comments, it is the opinion of the GSCA that:
1. Consistency with Section 3.1 of the PPS has been demonstrated;
2. Ontario Regulation 151/06 does apply to the subject site. A permit from GSCA will be required prior to any development or site alteration taking place;
3. GSCA is of the opinion that consistency with Sections 2.1 and 2.2 of the PPS has been demonstrated;
4. The subject site is located within an area that is subject to the policies contained in the Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Plan.
They request to be notified of any decision rendered with respect to these files.
• **Grey County Planning and Development Department:** In comments dated July 8, 2020 the County commented, “[p]rovided that the proposed developments can be adequately serviced, comments are received from the Conservation Authority regarding the Hazard Lands and the natural heritage features, and all County Transportation Services requirements have been met, County planning staff have no further concerns with the subject applications. The County requests notice of any decision rendered with respect to these applications.”

**Staff comment:** The GSCA comments state that consistency with Section 3.1 and 2.1 of the PPS has been demonstrated. The requirement for road widening has been listed as a condition of consent for both the severed and retained lots. The RMO has no comments on the application.
• **Grey County Transportation Services:** In Comments dated July 8, 2020, Transportation Services is requesting a 5.182 m widening for both the severed and retained lots.
• **Risk Management Office (RMO)** – Provided comments dated June 18, 2020 noting that “[t]his property is located within a vulnerable source water protection area with a score of 7.2, where no Source Protection Plan policies apply, therefore we have no comments related to this application and a notice is not required.”
• **Historic Saugeen Metis (HSM)** in email correspondence dated June 19, 2020 the HSM note that, “The Historic Saugeen Metis (HSM) Lands, Resources, and Consultation Department has reviewed the relevant documents and has no objection or opposition to the proposed development, land re-designation, rezoning, land severance, Official Plan and/or Zoning By-law Amendments.”
• **Bruce Grey Catholic District School Board** – in a response dated June 18, 2020, the BGCDSB noted no comments on the applications.
• **Enbridge Gas Inc. Operating as Union Gas** in comments dated June 19, 2020 “Regarding consent for severance application:
Thank you for your correspondence with regard to the proposed Severance.
Enbridge Gas Inc, operating as Union Gas, does have service lines running within the area which may or may not be affected by the proposed...
severance.

Should the proposed severance impact these services, it may be necessary to terminate the gas service and relocate the line according to the new property boundaries. Any Service relocation required due to a severance would be at the cost of the property owner. Also, should future gas service be required to either the severed or retained parcel, a request for gas service needs to be submitted to the District Office.”

- **Bell Canada** in comments dated June 19, 2020 Bell Canada noted no concerns with Applications for Consent B04/20 and B05/20 regarding 177974 Grey Road 18 (Ken and Maureen MacDonald).
- **Niagara Escarpment Commission (NEC)** in comments dated June 24, 2020 the NEC noted that the subject property is located outside of the Niagara Escarpment Plan and the NEC’s area of Development Control.
- **Hydro One** – in comments dated June 18, 2020 Hydro One noted, “We are in receipt of your Application for Consent, dated June 17, 2020. We have reviewed the documents concerning the noted Application and have no comments or concerns at this time.”
- **Ministry of Transportation (MTO):** in comments dated July 9, 2020 the MTO noted they have “reviewed OPA 9 and Zoning By-Law Amendment Z-06-20 along with severance applications B04/20 and B05/20 and overall the subject site in accordance with the Public Transportation and Highway Improvement Act and MTO has no requirements for this proposal.”

**Residents**
The Notice of Public Meeting was circulated June 17, 2020 to all property owners within 120 m of the subject property. No written comments were received from the public by the report submission deadline.

**Conclusion & Recommendation**

**Official Plan Amendment 9**
The application to amend the Township of Georgian Bluffs Official Plan is complete and demonstrates consistency with the Provincial Policy Statement 2020, the County of Grey Official Plan, Recolour Grey, and the Township of Georgian Bluffs Official Plan.

**Zoning By-law Amendment Z-06-18**
It has been demonstrated that application Z-06-20 is consistent with the Provincial Policy Statement 2020, the County of Grey Official Plan, Recolour Grey, the Township of Georgian Bluffs Official Plan and the intent of the Township of Georgian Bluffs Zoning By-law 2020-020.

**Severance Applications B04/20 & B05/20**
It has been demonstrated that applications B04/20 & B05/20 for Ken and Maureen MacDonald for lands described as Part Lot 17, Concession 5, Derby, are consistent with the Provincial Policy Statement 2020, the County of Grey Official Plan, Recolour Grey,
the Township of Georgian Bluffs Official Plan and the intent of the Township of
Georgian Bluffs Zoning By-law 2020-020.

Provided there are no concerns raised at the Public Hearing on July 14, 2020, it is
recommended that application B04/20 be **APPROVED** with the following conditions:

1. That a Reference Plan be completed and a copy filed with the Municipal Clerk or
   an exemption from the Reference Plan be received from the Land Registry
   Office.
2. That, pursuant to Section 53(42) of the Planning Act, the ‘Certificate of Consent’
   be affixed to the deed within one year of the giving of the Notice of Decision.
   (Note: Section 53(43) of the Planning Act requires that the transaction approved
   by this consent must be carried out within two years of the issuance of the
   certificate (i.e. stamping of the deed).
3. That the applicant pays the applicable $300.00 consent certification fee at the
   time of certification of the deeds.
4. That the applicant pays 5% cash-in-lieu of parkland in accordance with the
   **Planning Act**.
5. That the applicant deed 5.182 m for road widening purposes for both the severed
   and retained lots to the County of Grey and to the satisfaction of Grey County
   Transportation Services.
6. That Official Plan Amendment 9 be in force and effect
7. That a zoning by-law amendment be in force and effect.

Provided there are no concerns raised at the Public Hearing on July 14, 2020, it is
recommended that application B05/20 be **APPROVED** with the following conditions:

1. That a Reference Plan be completed and a copy filed with the Municipal Clerk or
   an exemption from the Reference Plan be received from the Land Registry
   Office.
2. That, pursuant to Section 53(42) of the Planning Act, the ‘Certificate of Consent’
   be affixed to the deed within one year of the giving of the Notice of Decision.
   (Note: Section 53(43) of the Planning Act requires that the transaction approved
   by this consent must be carried out within two years of the issuance of the
   certificate (i.e. stamping of the deed).
3. That the applicant pays the applicable $300.00 consent certification fee at the
   time of certification of the deeds.
4. That the applicant pays 5% cash-in-lieu of parkland in accordance with the
   **Planning Act**.
5. That the applicant deed 5.182 m for road widening purposes for both the severed
   and retained lots to the County of Grey and to the satisfaction of Grey County
   Transportation Services.
6. That the applicant either:
   a. demonstrates that the drainage easement(s) have been registered on title;
   OR
b. include reference to the drainage easement(s) in the certificates prepared for stamping.
7. That Official Plan Amendment 9 be in force and effect
8. That a zoning by-law amendment be in force and effect.

Respectfully Submitted:

Jenn Burnett

Jenn Burnett, MSc., MCIP, RPP
Date       Wednesday, October 14, 2020

From       Jenn Burnett, Planner

Subject    Addendum Report to PL.2020.09 for Sari Anna-Maria Salmela for
            Applications Z-02-18, B11/17, B12/17 & B13/17

Report     PL.2020.48

Recommendation

It has been demonstrated that the applications are consistent with the PPS, 2020, the
County of Grey Official Plan and the Township of Georgian Bluffs Official Plan. It is
recommended that applications B11/17, B12/17 & B13/17 for lands described as Part Lot
40, Concession 19 (Keppel) for Sari Anna-Maria Salmela, be approved.

It has been demonstrated that the zoning by-law amendment application is consistent
with the PPS, 2020, the County of Grey Official Plan and the Township of Georgian Bluffs
Official Plan. It is recommended that application Z-02-18 for lands described as Part Lot
40, Concession 19 (Keppel) for Sari Anna-Maria Salmela, be approved.

Application Summary

The severance applications propose to create three (3) residential lots within the Kemble
settlement area. This is a re-submission of applications B3/15, B4/15 & B5/15 which
were approved in 2015 but lapsed as the conditions of severance were not met. The
existing barn will be demolished. The proposed lot dimensions are as follows:

<table>
<thead>
<tr>
<th>Lot</th>
<th>Lot 2</th>
<th>Lot 3</th>
<th>Remnant Lot</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lot Area</td>
<td>4212 m²</td>
<td>3849.9 m²</td>
<td>3849.9 m²</td>
</tr>
<tr>
<td>Frontage</td>
<td>+/-36.27 m</td>
<td>+/-42.67 m</td>
<td>+/-42.67 m</td>
</tr>
<tr>
<td>Lot Depth</td>
<td>+/-90.22 m</td>
<td>+/-90.22 m</td>
<td>+/-90.22 m</td>
</tr>
<tr>
<td>Rear Width</td>
<td>+/-57.11 m</td>
<td>+/-42.67 m</td>
<td>+/-42.67 m</td>
</tr>
<tr>
<td>Configuration</td>
<td>Irregular</td>
<td>Regular</td>
<td>Regular</td>
</tr>
<tr>
<td>Servicing</td>
<td>Private</td>
<td>Private</td>
<td>Private</td>
</tr>
<tr>
<td>Existing Structures</td>
<td>None</td>
<td>Barn (part)</td>
<td>Barn (part)</td>
</tr>
</tbody>
</table>
The amendment application is to facilitate the severance applications. The applicant wishes to rezone the property from Planned Development to General Residential (R1) with exceptions to create three (3) residential lots and permit a semi-detached dwelling, a duplex dwelling house and a secondary suite as additional permitted uses in the R1 zone. The applicant provided a Hydrogeological review to support up to 2 residential units per lot. The review was made available online at georgianbluffs.ca and in the Township Municipal Office. Relief to the minimum lot size in the R1 zone has been requested from 43,562 sq. ft. (1 acre) to 41,440 sq. ft. (0.95 acre). The amendment will also recognize a 23.3 acre remnant lot in a Rural (RU) zone where the by-law requires 98.84 acres.

Policies Affecting the Proposal

A review of applicable policy was provided in PL.2020.09. At that time, the PPS 2014 was in effect. Below is a review of applicable policy based on the PPS 2020.


The 2020 Provincial Policy Statement (PPS) issued under Section 3 of the Planning Act requires that land use planning decisions ‘be consistent with’ provincial policies. Decision makers are asked to be consistent with the policies of the PPS including: 1. Building Strong Communities; 2. Wise Use and Management of Resources; and 3. Protecting Public Health and Safety. The PPS is to be read in its entirety and the relevant policies are to be applied to each situation, therefore only excerpts from the PPS have been highlighted to demonstrate the proposal’s conformity with the Provincial Policy Statement.

Under Section 4.6 of the PPS, the Official Plan is identified as, “the most important vehicle for implementation of this Provincial Policy Statement. Comprehensive, integrated and long-term planning is best achieved through official plans. Official plans shall identify provincial interests and set out appropriate land use designations and policies.” (PPS 2020, pg. 35). Schedule A of the Grey County Official Plan (GCOP) designates the subject property as ‘Agricultural’ and ‘Secondary Settlement Area’ and permits residential uses.

Schedule ‘A’ of the Township of Georgian Bluffs Official Plan locates the property within the Tertiary Settlement Area. The lands proposed to be severed are located within the Kemble Settlement area and residential uses are permitted. The lands to be retained are designated ‘Agricultural’ in the GCOP and the proposal results in no change to the lot area within the ‘Agricultural’ designation. Section 5.2.3 of the GCOP permits a severance if the lands within the Agricultural designation remain intact.

Section 1.6.6.4 of the PPS identifies individual on-site sewage and individual on-site water services as the least preferred servicing option. They are permitted provided that
site conditions are suitable for the long-term provision of such services with no negative impacts. In this area of the Township, there are no municipal services therefore the proposed development will be serviced by private septic systems and private wells. This application was considered at the March 18, 2015 Council Meeting. The minutes reflect that the applicant was asked to demonstrate that there would be sufficient water to accommodate three more wells and to provide an engineered drainage plan. The applicant submitted a hydrogeological review to support up to 2 residential units per lot and an engineered site grading plan.

At the Public Meeting on February 19, 2020, the applicant’s professional engineers provided information on drainage and well water in the Kemble area. On July 16, 2020 they provided letters to the Township to support their studies and clarify information as requested through the public meeting process. The letters are attached for Council’s consideration.

Comments provided by the Grey Sauble Conservation Authority confirm that the subject property does not contain any natural hazards as identified in Section 3.1 and no natural heritage features as identified in Section 2.1 of the Provincial Policy Statement, 2020.

“The proposal will alter drainage patterns across the developed area. A detailed grading plan was prepared by GM BluePlan Engineering demonstrating proposed grades and drainage patterns. Drainage is largely proposed to be directed to the Kemble Rock Road ditch. We are generally satisfied with the proposed approach. We recommend that the site-specific development of the lots demonstrate how they conform to the grading and drainage plan. We recommend this be implemented through development agreements with the Township. With the information submitted with the application, we are of the opinion the applications are consistent with the Section 2.2 policies.” (GSCA comments dated February 19, 2020).

The lands are zoned Planned Development (PD) and the application is to rezone them to General Residential (R1) with exceptions to create three (3) residential lots and permit a semi-detached dwelling, a duplex dwelling house and a secondary suite as additional permitted uses in the R1 zone. The existing barn will be removed. A site visit was undertaken on January 30, 2018 and three residential lots would not be out of character with the neighborhood.

Section 4.1 of the GCOP and Section 1.4 of the PPS, 2020 supports the provision of a variety of housing types to meet the needs of residents including intensification that results in new rental accommodation and creates affordable housing options. Secondary suites are not currently permitted as of right in residential zones as they require permission through a zoning by-law amendment. Current provincial planning policies support affordable housing and additional units. Georgian Bluffs will be updating its Official Plan and zoning by-law to permit secondary units as-of-right. Council should be aware that a by-law permitting a secondary suite cannot be appealed.
Relevant Consultation

The Notice of Complete Application and Notice of Public Meeting was circulated January 21, 2020 to the agencies for review. The following comments were received after the report submission deadline:

- **Grey Sauble Conservation Authority:** in comments dated February 19, 2020 GSCA notes no objection to the approval of the subject applications. We recommend that the site specific development of the proposed lots demonstrate how they conform with the grading and drainage plan provided by GM BluePlan Engineering. We recommend this be implemented through development agreements with the Township.

  Please inform this office of any decision made by the Township of Georgian Bluffs with regard to this application. We respectfully request to receive a copy of the decision and notice of any appeals filed.

- **Township of Georgian Bluffs Operations Department** in comments dated November 16, 2019, (previously presented) the CAO noted,

  “I have reviewed the drawings provide by GM Blue Plan for the proposed lot severance on Kemble Rock Road (project # 215136 revised October 22, 2019., Drawing 1 and 2) The engineer has clearly shown that the surface water runoff can be adequately discharged to the roadside ditches. The roadside ditches fronting the proposed severances drain to the south.

  There are three driveway entrances south of the proposed lots that do not have culverts that the Township may need to install in the future should the need arise. At this time both the Operations and the design engineer, do not believe that there will be any significant volumes of water and that the installation of the driveway culverts under the existing driveways will likely not be required.”

- **Township of Georgian Bluffs Operations Department:** in comments dated October 7, 2020, the Director of Operations noted,

  “I was able to finally make it to site and review the surface water drainage issue on September 18 2020. The existing road crossing culvert located directly in front of proposed part of lot 2 does seem to drain west and continue onto privet property (site grading plan attached). After review of an outlet located at the southern extent of Ex. Conditions plan (attached), It will make more sense that the township utilizes this existing regulated area as a permanent drainage outlet. This work will require the township to begin ditching and culvert installation at the Kemble post office south to the existing outlet. The work will include the installation of 4 driveway culverts and approximately 150m of ditching. From the surveyed information attached this ditch will drain properly. This will ensure a proper drain for many years and also ensure this water will not contribute
to the ongoing water issue located at the main intersection of Kemble during the spring thaw.”

In response to comments voiced at the February 18, 2020 Public Hearing the Director of Operations attended to the site to meet the concerned landowner and provided comments dated October 7, 2020, noting, “I met Paul and his Dad Doug [Sutherland] onsite to review this issue. Although the drainage is Kemble is difficult area based on a karst topography. It was noted in the onsite meeting that the drainage location would not cause any additional issues.”

The Notice of Complete Application and Notice of Public Meeting was circulated to all property owners within 120 m of the subject property. The following written comments were previously presented to Council and Committee of Adjustment on February 18 & 19, 2020:

- **Steven Van Eck**: in an undated letter received January 29, 2020, Mr. Van Eck expressed concern with the impact on his well. The full comments are attached to the original report for Council’s review.

- **Ross and Karen Thwaites**: in an undated letter received February 11, 2020 the residents stated they oppose the severances as they are concerned with well water supply and the impact of septic systems on the quality of ground water. The full comments are attached to the original report for Council’s review.

- **Willy Waterton**: in email correspondence dated January 24, 2020 Mr. Waterton expressed concerns about flooding and surface water and provided images of flooding in Kemble. The full comments are attached to the original report for Council’s review.

At the Committee of Adjustment Hearing on February 18, 2020 the following residents made oral submissions:

- **Mr. Don Edwards** of Kemble Rock Road, outlined concerns regarding:
  - Density
  - Design of future proposed development
  - Urban sprawl

- **Mr. Harold Prouse** of Kemble Rock Road, outlined concerns regarding:
  - Flooding
  - Septic systems
  - Well-water depletion
  - Current existing issues, concerns of adding new homes and where water will come from

- **Mr. Terry Nicol** of Kemble Rock Road, outlined concerns regarding:
  - Water pooling and drainage
  - Potential flooding issues
• Ms. Pam Dignard of Kemble Rock Road, outlined concerns regarding:
  o Use of agricultural land for residential growth
  o Privacy loss for surrounding properties if increased building development
  o Water depletion in area

• Mrs. Leanne Sutherland expressed concern about the drainage being discharged onto her property.

At the Public Meeting on February 19, 2020 the minutes reflect that no members of the public spoke in opposition to or in support of the applications.

Conclusion & Recommendation

Further to Report PL.2020.09, positive comments have been received from the GSCA. The Township’s Director of Operations has conducted a site visit and notes additional works required to be completed by the Township to address drainage issues that are impacting the applicant’s lands. Comments provided by the CAO in November 2019 indicated no opposition to the applications.

Staff support the GSCA recommendation for a development agreement to implement grading and drainage requirements. It is recommended that as a condition of severance, the Committee of Adjustment require that a site plan agreement be registered on title to the lands.

B11/17
It is recommended that severance application B11/17 for Sari Anna-Maria Salmela be approved subject to the following conditions:

1. That the owner enter into a Site Plan Agreement with the Township to address grading and drainage concerns as specified in the comments provided by the GSCA dated February 19, 2020.
2. That the Site Plan Agreement be registered on title to the lands and the registration costs be paid by the applicant.
3. That a Reference Plan be completed and a copy filed with the Municipal Clerk or an exemption from the Reference Plan be received from the Land Registry Office.
4. That, pursuant to Section 53(42) of the Planning Act, the ‘Certificate of Consent’ be affixed to the deed within one year of the giving of the Notice of Decision. (Note: Section 53(43) of the Planning Act requires that the transaction approved by this consent must be carried out within two years of the issuance of the certificate (i.e. stamping of the deed).
5. That the applicant pays the applicable consent certification fee at the time of certification of the deeds.
6. That the applicant pays 5% parkland dedication in accordance with the Planning Act.
7. That a zoning by-law amendment be in force and effect.

**B12/17**

It is recommended that severance application B12/17 for Sari Anna-Maria Salmela be approved subject to the following conditions:

1. That the owner enter into a Site Plan Agreement with the Township to address grading and drainage concerns as specified in the comments provided by the GSCA dated February 19, 2020.
2. That the Site Plan Agreement be registered on title to the lands and the registration costs be paid by the applicant.
3. That a Reference Plan be completed and a copy filed with the Municipal Clerk or an exemption from the Reference Plan be received from the Land Registry Office.
4. That, pursuant to Section 53(42) of the Planning Act, the ‘Certificate of Consent’ be affixed to the deed within one year of the giving of the Notice of Decision. (Note: Section 53(43) of the Planning Act requires that the transaction approved by this consent must be carried out within two years of the issuance of the certificate (i.e. stamping of the deed).)
5. That the applicant pays the applicable consent certification fee at the time of certification of the deeds.
6. That the applicant pays 5% parkland dedication in accordance with the Planning Act.
7. That a zoning by-law amendment be in force and effect.

**B13/17**

It is recommended that severance application B13/17 for Sari Anna-Maria Salmela be approved subject to the following conditions:

1. That the owner enter into a Site Plan Agreement with the Township to address grading and drainage concerns as specified in the comments provided by the GSCA dated February 19, 2020.
2. That the Site Plan Agreement be registered on title to the lands and the registration costs be paid by the applicant.
3. That a Reference Plan be completed and a copy filed with the Municipal Clerk or an exemption from the Reference Plan be received from the Land Registry Office.
4. That, pursuant to Section 53(42) of the Planning Act, the ‘Certificate of Consent’ be affixed to the deed within one year of the giving of the Notice of Decision. (Note: Section 53(43) of the Planning Act requires that the transaction approved by this consent must be carried out within two years of the issuance of the certificate (i.e. stamping of the deed).)
5. That the applicant pays the applicable consent certification fee at the time of certification of the deeds.
6. That the applicant pays 5% parkland dedication in accordance with the Planning Act.
7. That a zoning by-law amendment be in force and effect.
It has been demonstrated that the applications are consistent with the PPS, 2020, the County of Grey Official Plan and the Township of Georgian Bluffs Official Plan. It is recommended that applications B11/17, B12/17 & B13/17 for lands described as Part Lot 40, Concession 19 (Keppel) for Sari Anna-Maria Salmela, be approved.

It has been demonstrated that the zoning by-law amendment application is consistent with the PPS, 2020, the County of Grey Official Plan and the Township of Georgian Bluffs Official Plan. It is recommended that application Z-02-18 for lands described as Part Lot 40, Concession 19 (Keppel) for Sari Anna-Maria Salmela, be approved.

Respectfully Submitted:

Jenn Burnett

Jenn Burnett, MSc., MCIP, RPP
Site Plan

319928 Kemble Rock Road
4203-620-007-10900
Mr. Gary Taylor  
145 Scott Street  
Georgian Bluffs, ON N0H 2T0  

Re: Further Clarification – Grading and Drainage  
Part of Lot 40, Concession 19  
Geographic Town of Kemble  
Township of Georgian Bluffs  

July 16, 2020  
Our File: 215136  

Dear Mr. Taylor:  

We understand that the Township is requesting a summary of further information presented during the public meetings of February 18 and 19, 2020 regarding the severance and re-zoning of the property described of Part of Lot 40, Concession 19, in the geographic Town of Kemble.  

This letter is provided as additional discussion to the drainage and grading shown on the Site Grading Plan and supplemental discussion from the public meetings. For specific details regarding the drainage design, please refer to the Site Grading Plan.  

Existing Drainage  

Under existing conditions, runoff from a Township culvert crossing Kemble Rock Road drains through a break in what appears to be a past berm along the Kemble Rock Road ditch and drains through the low area on the subject property. From the subject property, drainage would be directed to an agricultural field to the south of the subject property.  

This drainage route is NOT regulated by the Grey Sauble Conservation Authority (GSCA) and in our opinion, is not considered a watercourse with bed and banks. It appears historically there was a ditch along Kemble Rock Road that directed runoff to the south, but that the backside of the ditch eroded and instead runoff spills through the subject property.  

This drainage has no legal right of drainage through the subject property and this drainage route is not entitled to remain. Whether this property is severed or not, the Owner has the right to block the runoff from the culvert from draining through his property, which would redirect the drainage southerly along the ditch on Kemble Rock Road.  

Proposed Drainage  

With the proposed development, the Owner would restore the backside of the ditch and install new entrance culverts for the proposed driveways, while removing an existing driveway culvert for this property in the process. The proposed grading for the proposed lots would have runoff from a majority of the front portion of the parcels, which includes all the impervious surfaces of the garage, house and driveway, draining easterly to the Kemble Rock Road ditch.  

At the request of the Township Director of Operations, the Owner also agreed to have GM BluePlan provide an additional topographical survey and plan showing the Existing Conditions along Kemble Rock Road so that the Township would have record of the drainage infrastructure along the roadway where runoff would be redirected.  

The Existing Conditions Plan shows that the west ditch along Kemble Rock Road would drain southerly but that there are three (3) driveways which do not have culverts, even though the ditch would drain southerly across the frontage of their properties whether this development occurs or not. As such, the Township may be required to install these culverts in the future, as they should have been required to be installed when the driveways were established. This is no fault of the proposed development.  

If the culverts were in place, then runoff would drain down to the ultimate outlet for drainage from this section of Kemble Rock Road, which is a GSCA Regulated drainage ditch that also conveys runoff from the east drainage ditch of Kemble Rock Road via a culvert under the roadway. The drainage ditch drains westerly through an agricultural field to the same location as the existing runoff would currently drain. This area generally drains via Regulated Areas southwesterly, although there are some lower ponding areas.
Summary

The proposed development would restore the drainage ditch along Kemble Rock Road instead of having runoff from the Township roadway drain through private property. A majority of runoff from the proposed development would be directed to the Kemble Rock Road ditch.

The Township is recommended to monitor the runoff in the Kemble Rock Road ditch to determine whether the culverts for the three southerly driveways need to be installed or not. It is expected that they would be required and should have been installed when the driveways were approved.

With the driveway culverts in place, runoff would drain down to the GSCA Regulated drainage ditch ultimately draining to the same outlet as the existing drainage.

Should you have any questions or if any additional information is required, do not hesitate to contact me.

Yours truly,

GM BLUEPLAN ENGINEERING LIMITED
Per: 

[Signature]

Ian Eriksen, P.Eng
IEE/kd

cc: File No. 215136
Mr. Gary Taylor  
145 Scott Street  
Georgian Bluffs, ON  N0H 2T0

Re: Further Clarification – Water Supply  
Part of Lot 40, Concession 19  
Geographic Town of Kemble  
Township of Georgian Bluffs

Dear Mr. Taylor:

We understand that the Township is requesting a summary of further information presented during the public meetings of February 18 and 19, 2020 regarding the severance and re-zoning of the property described of Part of Lot 40, Concession 19, in the geographic Town of Kemble.

This letter is provided as additional discussion to our technical letter dated December 20, 2017 addressed to Mr. Gary Taylor and entitled “Availability of Water for Individual Residential Domestic Supply, Part of Lot 40, Concession 19, Township of Georgian Bluffs”, hereafter referred to as the Supply Assessment. This letter is not intended to replace information provided in the Supply Assessment, rather provide supplemental discussion from the public meetings. For specific details regarding the domestic supply evaluation, please refer to the Supply Assessment.

**Well Yield versus Well Interference**

A key concept discussed during the meeting was the difference of well yield, the ability of a well to provide water, versus well interference affects, where the water use of wells have competing affects.

Based on the Supply Assessment, well yields in the area are variable, and primarily related to the type of bedrock intersected (dolostone or underlying Queenston Shale) and whether the wells intersect any significant fractures or secondary porosity features. Based on the assessment it is reasonable to expect that the newly completed wells would be sufficient to supply a single residential home. Where this was not achieved, storage components of water supply can be provided to overcome short-term high-demand scenarios.

It is noted that several wells in the area are documented to have poor yield. It is also noted that several of these wells are relatively old and shallow. Well yield in wells can reduce overtime and initial yield is dependent on not only location but also drilling technique, depth, and diameter. It is expected that newly drilled wells will be completed to provide sufficient yield as drilling contractors are regulated under Ontario Regulation 903 with respect to the drilling and completion of wells.

We understand that there has been some concern regarding the potential for well interference due to the poor yields in the area. It is important to note that there is a difference between overall water availability within a system as compared to the ability of the water to enter a well. In this particular case, the aquifer system has a very large areal extent, with an extremely large recharge area coupled with very little water use. The potential recharge to the aquifer system through infiltration into the natural areas of the system provide significant volumes of water to the subsurface, and the ability to recharge, or replace the relatively minor amounts of water that are extracted. The potential recharge is orders of magnitude greater than use. In other words, the current use won’t have measurable impacts on the overall system water levels.
Where wells have poor yield, it is not because there is insufficient water in the aquifer system, it is because the water cannot flow from the system into the well fast enough. The bedrock surrounding the well may not have many fractures or big enough fractures to have water flow through them at an appreciable rate. Therefore, the pumping rate of the well can be higher than the aquifer can supply it into the well. This causes rapid drawdown of water in the well and a localized pressure drop in the system. Although this may happen, it will not cause the water levels in the overall system to drop (just those local to the well). Based on the analysis on the Supply Assessment, it is reasonable to expect that there will not be interference (i.e. one well competing with another) due to the development.

The summary from our Supply Assessment remains and is re-iterated below.

**Summary**

Based on information from the MOECC well record search, there is a reasonable expectation of obtaining sufficient supply of groundwater at each of the proposed lots. In the event that an installed well could not provide adequate water supply, a supplementary storage facility could be implemented to ensure peak demands are met.

An impact to neighbouring wells is not expected to occur as the linear distances between the wells is greater than the calculated radius of influence and the overall groundwater usage relative to the aquifer extend is insignificant.

Should you have any questions or if any additional information is required, do not hesitate to contact me.

Yours truly,

GM BLUEPLAN ENGINEERING LIMITED

Per: [Signature]

CJS/mr

cc: File No. 215136
From: Tyler Jahnke
Sent: Wednesday, October 7, 2020 9:06 AM
To: Jennifer Burnett <jburnett@georgianbluffs.ca>
Cc: Kassandra Rocca <krocca@georgianbluffs.ca>
Subject: RE: Re-circulation of Applications for Z-02-18, B11-17, B12-17, B13-17 for Sari Salmela (Gary Taylor & Cuesta Planning)

Good Morning Jen,
I was able to finally make it to site and review the surface water drainage issue on September 18 2020. The existing road crossing culvert located directly in front of proposed part of lot 2 does seem to drain west and continue onto privet property (site grading plan attached). After review of an outlet located at the southern extent of Ex. Conditions plan (attached), it will make more sense that the township utilizes this existing regulated area as a permanent drainage outlet. This work will require the township to begin ditching and culvert installation at the Kemble post office south to the existing outlet. The work will include the installation of 4 driveway culverts and approximately 150m of ditching. From the surveyed information attached this ditch will drain properly. This will ensure a proper drain for many years and also ensure this water will not contribute to the ongoing water issue located at the main intersection of Kemble during the spring thaw.

Regards,

Tyler Jahnke. C.Tech, rcji
Director of Operations

Township of Georgian Bluffs
177964 Grey Road 18, R.R. #3., Owen Sound, Ontario, N4K 5N5
P: 519-376-2729 Ext. 225| tjahnke@georgianbluffs.ca | Find us: www.georgianbluffs.ca
Hi Jen,
I met Paul and his Dad Doug onsite to review this issue. Although the drainage is Kemble is difficult area based on a karst topography. It was noted in the onsite meeting that the drainage location would not cause any additional issues.

Regards,

Tyler Jahnke. C.Tech, rcji
Director of Operations

Township of Georgian Bluffs
177964 Grey Road 18, R.R. #3., Owen Sound, Ontario, N4K 5N5
P: 519-376-2729 Ext. 225| tjahnke@georgianbluffs.ca | Find us: www.georgianbluffs.ca
Date: Tuesday, February 18, 2020

From: Jenn Burnett, Planner

Subject: Joint Report for B11/17, B12/17, B13/17 & Z-02-20 for Salmela

Report: PL.2020.09

Recommendation

As comments from the Grey Sauble Conservation Authority were not received by the report submission deadline, consistency with the PPS, 2014, the County of Grey Official Plan and the Township of Georgian Bluffs Official Plan cannot be determined at this time. It is recommended that Report PL.2020.09 for applications Z-02-18, B11/17, B12/17 & B13/17 for Salmela, from Jenn Burnett, Planner, be received for information.

Application Summary

The severance applications propose to create three (3) residential lots within the Kemble settlement area. This is a re-submission of applications B3/15, B4/15 & B5/15 which were approved in 2015 but lapsed as the conditions of severance were not met. The existing barn will be demolished. The proposed lot dimensions are as follows:

<table>
<thead>
<tr>
<th></th>
<th>Lot 1</th>
<th>Lot 2</th>
<th>Lot 3</th>
<th>Remnant Lot</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lot Area</td>
<td>4212 m²</td>
<td>3849.9 m²</td>
<td>3849.9 m²</td>
<td>23.3 acres</td>
</tr>
<tr>
<td>Frontage</td>
<td>+/-36.27 m</td>
<td>+/-42.67 m</td>
<td>+/-42.67 m</td>
<td>+/-36.27 m</td>
</tr>
<tr>
<td>Lot Depth</td>
<td>+/-90.22 m</td>
<td>+/-90.22 m</td>
<td>+/-90.22 m</td>
<td>+320 m</td>
</tr>
<tr>
<td>Rear Width</td>
<td>+/-57.11 m</td>
<td>+/-42.67 m</td>
<td>+/-42.67 m</td>
<td>+/-292.6 m</td>
</tr>
<tr>
<td>Configuration</td>
<td>Irregular</td>
<td>Regular</td>
<td>Regular</td>
<td>Irregular</td>
</tr>
<tr>
<td>Servicing</td>
<td>Private</td>
<td>Private</td>
<td>Private</td>
<td>Private</td>
</tr>
<tr>
<td>Existing Structures</td>
<td>None</td>
<td>Barn (part)</td>
<td>Barn (part)</td>
<td>House</td>
</tr>
</tbody>
</table>

The amendment application is to facilitate the severance applications. The applicant wishes to rezone the property from Planned Development to General Residential (R1) with exceptions to create three (3) residential lots and permit a semi-detached dwelling, a duplex dwelling house and a secondary suite as additional permitted uses in the R1 zone.
The applicant provided a Hydrogeological review to support up to 2 residential units per lot. The review was made available online at georgianbluffs.ca and in the Township Municipal Office. Relief to the minimum lot size in the R1 zone has been requested from 43,562 sq. ft. (1 acre) to 41,440 sq. ft. (0.95 acre). The amendment will also recognize a 23.3 acre remnant lot in a Rural (RU) zone where the by-law requires 98.84 acres.

Policies Affecting the Proposal


The 2014 Provincial Policy Statement (PPS) issued under Section 3 of the Planning Act requires that land use planning decisions ‘be consistent with’ provincial policies. Decision makers are asked to be consistent with the policies of the PPS including: 1. Building Strong Communities; 2. Wise Use and Management of Resources; and 3. Protecting Public Health and Safety. The PPS is to be read in its entirety and the relevant policies are to be applied to each situation, therefore only excerpts from the PPS have been highlighted to demonstrate the proposal’s conformity with the Provincial Policy Statement.

Under Section 4.7 of the PPS, the Official Plan is identified as, “the most important vehicle for implementation of this Provincial Policy Statement. Comprehensive, integrated and long-term planning is best achieved through official plans. Official plans should identify provincial interests and set out appropriate land use designations and policies.” (PPS 2014, pg. 33). The PPS has been reviewed in its entirety and it directs decision makers to manage and direct land use to achieve efficient development and land use patterns.

The lands proposed to be severed are located within the Kemble Settlement area and residential uses are permitted. The lands to be retained are designated ‘Agricultural’ and the proposal results in no change to the lot area within the ‘Agricultural’ designation. Section 5.2.3 of the Op permit a severance if the lands within the Agricultural designation remain intact.

Section 1.6.6.4 of the PPS identifies individual on-site sewage and individual on-site water services as the least preferred servicing option. They are permitted provided that site conditions are suitable for the long-term provision of such services with no negative impacts. In this area of the Township, there are no municipal services therefore the proposed development will be serviced by the existing private septic system and existing private well. This application went to a public Meeting at the March 18, 2015 Council Meeting. The minutes reflect that the applicant was asked to demonstrate that there would be sufficient water to accommodate three more wells and to provide an engineered drainage plan. The applicant submitted a hydrogeological review to support up to 2 residential units per lot and an engineered site grading plan.
The lands are zoned Planned Development (PD) and the application is to rezone them to General Residential (R1) with exceptions to create three (3) residential lots and permit a semi-detached dwelling, a duplex dwelling house and a secondary suite as additional permitted uses in the R1 zone. The existing barn will be removed. A site visit was undertaken on January 30, 2018 and three residential lots would not be out of character with the neighborhood.

Section 4.1 of the Grey County OP supports the provision of a variety of housing types to meet the needs of residents including intensification that results in new rental accommodation and creates affordable housing options. Secondary suites are not currently permitted as of right in residential zones as they require permission through a zoning by-law amendment. Council should be aware that a by-law permitting a secondary suite cannot be appealed.

Relevant Consultation

The Notice of Complete Application and Notice of Public Meeting was circulated to the agencies for review. The following comments were received by the report submission deadline:

• **County of Grey Planning and Development**: In correspondence dated February 10, 2020, the County notes “provided the proposed developments can be adequately serviced, County planning staff have no further concerns with the application. They request to be notified of the decision on these applications.”

• **The Historic Saugeen Metis (HSM) Lands, Resources, and Consultation Department**: In correspondence dated January 22, 2020 the HSM note they have reviewed the relevant documents and have no objection or opposition to the proposed development, land re-designation, rezoning, land severance, Official Plan and/or Zoning By-law Amendments.

• **Grey Sauble Conservation Risk Management Office (RMO)**: In Comments dated January 23, 2020 the RMO noted, “[t]his property is not located within a vulnerable source protection area, therefore we will not be providing comments related to Source Protection Plan implications (under the Clean Water Act).”

• **Grey Sauble Conservation Authority**: no comments received by report submission deadline.

• **Township of Georgian Bluffs Operations Department** in comments dated November 16, 2019, the CAO noted,

  “I have reviewed the drawings provide by GM Blue Plan for the proposed lot severance on Kemble Rock Road (project # 215136 revised October 22, 2019., Drawing 1 and 2) The engineer has clearly shown that the surface water runoff can be adequately discharged to the roadside ditches. The roadside ditches fronting the proposed severances drain to the south. There are three driveway entrances south of the proposed lots that do not have culverts that the Township may need to install in the future should the need arise. At this time both the Operations and the design engineer, do not believe that there will be any significant volumes of water and that
the installation of the driveway culverts under the existing driveways will likely not be required."

The Notice of Complete Application and Notice of Public Meeting was circulated to all property owners within 120 m of the subject property. Written comments were received from:

- **Steven Van Eck**: in an undated letter received January 29, 2020, Mr. Van Eck expressed concern with the impact on his well. The full comments are attached for Council’s review.
- **Ross and Karen Thwaites**: in an undated letter received February 11, 2020 the residents stated they oppose the severances as they are concerned with well water supply and the impact of septic systems on the quality of ground water. The full comments are attached for Council’s review.
- **Willy Waterton**: in email correspondence dated January 24, 2020 Mr. Waterton expressed concerns about flooding and surface water and provided images of flooding in Kemble. The full comments are attached for Council’s review.

### Conclusion & Recommendation

As comments from the Grey Sauble Conservation Authority were not received by the report submission deadline, consistency with the PPS, 2014, the County of Grey Official Plan and the Township of Georgian Bluffs Official Plan cannot be determined at this time. It is recommended that Report PL.2020.09 for applications Z-02-18, B11/17, B12/17 & B13/17 for Salmela, from Jenn Burnett, Planner, be received for information.

Respectfully Submitted:

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*original signed by J. Burnett*

Jenn Burnett, MSc., MCIP, RPP
Site Plan
319928 Kemble Rock Road
4203-620-007-10900