



**AGENDA
COMMITTEE OF THE WHOLE
COMMUNITY DEVELOPMENT**

**Monday, November 6, 2023, 6:30 PM
South Edwardsburgh Community Centre
24 Sutton Dr.
Johnstown Ontario**

There will be a special announcement at 6:15 p.m. to welcome Alantra Leasing
to Edwardsburgh Cardinal

- 1. Call to Order – Chair, Chris Ward**
- 2. Approval of Agenda**
- 3. Disclosure of Pecuniary Interest or Conflict of Interest & the General Nature Thereof**
- 4. Business Arising from Previous Committee Meeting Minutes (if any)**
- 5. Delegations and Presentations**
 - a. Digital Service Squad; Progress and Update; Taylor Prosser, South Grenville Digital Main Street Coordinator
 - b. Baseload Power; Seeking Municipal Support for Battery Energy Storage Project; Jonathan Sandler, President
 - c. Proposed Development at 608 County Rd 2 and Request for Easement; Dave Annable, Annable Designs
- 6. Action/Information/Discussion Items**
 - a. Live: Land Use Planning
 1. Application for Zoning Bylaw Amendment, 2084 Dundas Street (Zanderplan Inc. o/b 2733521 Ontario Inc.)
 2. Application for Zoning Bylaw Amendment, 2073 Dundas Street (Zanderplan Inc. o/b 2733521 Ontario Inc.)
 3. Discussion: Baseload Power Seeking Municipal Support for Battery Energy Storage Project
 4. Discussion: Easement Request over Township Property in favour of 608 County Rd 2
 5. Action: Implementing Official Plan Consent Policies - Hydrogeological Assessment and Terrain Analysis

b. Work: Economic Development

None

c. Play: Recreation

1. Information: Recreation Update and Upcoming Events

7. Inquiries/Notices of Motion

8. Question Period

9. Closed Session

None

10. Adjournment

**MINUTES
COMMITTEE OF THE WHOLE
COMMUNITY DEVELOPMENT**

**Monday, October 2, 2023, 6:30 PM
South Edwardsburgh Community Centre
24 Sutton Dr.
Johnstown Ontario**

PRESENT: Councillor Chris Ward
Mayor Tory Deschamps
Deputy Mayor Stephen Dillabough
Councillor Joe Martelle
Councillor Waddy Smail

STAFF: Kimberly Martin, Advisory Member
Rebecca Crich, Clerk
Wendy VanKeulen, Community Development Coordinator
Sean Nicholson, Treasurer

1. Call to Order – Chair, Chris Ward

Councillor Ward called the meeting to order at 6:30 p.m.

2. Approval of Agenda

Moved by: W. Smail

Seconded by: T. Deschamps

That the agenda be approved as presented.

Carried

3. Disclosure of Pecuniary Interest or Conflict of Interest & the General Nature Thereof

None.

4. Business Arising from Previous Committee Meeting Minutes (if any)

None.

5. Delegations and Presentations

- a. UCLG Children's Services; Early Learning and Childcare Directed Growth Strategy; Shannon Brown and Alison Tutak

Ms. Shannon Brown and Ms. Alison Tutak with the United Counties of Leeds and Grenville (UCLG) Children's Services provided Committee an overview of the programs and services provided to the communities, highlighting the number of licensed and operating childcare programs throughout the UCLG area. Ms. Brown indicated the funding provided through the Canada Wide Early Learning and Child Care (CWELCC) program and how the funding will be directed towards the 2022-2026 growth strategy to identify communities to receive the new licensed child care spaces.

Ms. Brown highlighted that the CWELCC will create 397 new spaces in addition to the existing spaces with the UCLG. Findings from the growth strategy survey were highlighted and discussion was held on operators/staff and child ratio, land and facilities to expand the program, average family income and cost of childcare, average pay for Early Childhood Educators, childcare for children with accessibility and inclusive learning needs.

Committee thanked Ms. Brown and Ms. Tutak for the presentation.

- b. Potentia Renewables Inc; Battery Energy Storage Proposal; Will Patterson and Juliana Velez

Mr. Will Patterson and Ms. Juliana Velez provided the Committee with an overview of Potentia Renewables portfolio and proposed energy storage project on Dobbie Road, intended to store unused energy in low-usage times to subsidize additional requirements in peak usage times. Mr. Patterson highlighted the size and approximate location of the proposed project.

Discussion was held on project timeframe, public open house and consultation requirements, noise decibels produced by the storage equipment, fire suppression, environmental impact when the units are no longer viable, potential tax revenue, and future battery recycling systems.

Committee thanked Mr. Patterson and Ms. Velez for the presentation.

6. Action/Information/Discussion Items

- a. Live: Land Use Planning

- 1. Application for Severance, 2460 Rooney Rd (Smith)

Councillor Smail stepped away from the table at 8:00 p.m. and returned at 8:02 p.m.

Committee reviewed the report and discussed the need to disconnect the shared well from the accessory building on the severed lot and the reasoning for the recommendation that the accessory building be demolished or obtain relief from the Zoning Bylaw.

Moved by: J. Martelle
Seconded by: T. Deschamps

That Committee recommend that Council recommend in favour of severance B-111-23, with the following conditions:

1. That the accessory structure on the severed lands be demolished; or that the Owner obtain relief from the Zoning Bylaw, satisfactory to the Township, that permits the accessory structure on the severed lands, with all levels of appeal exhausted.
2. That the owner provide evidence, to the satisfaction of the Township, that the existing shared well is disconnected from the accessory building on the severed lot. Each lot shall be serviced by individual water supply and sewage disposal systems.

Amendment:

Moved by: S. Dillabough
Seconded by: W. Smail

That Committee recommends that the wording "That the accessory structure on the severed lands be demolished" be removed from the original recommendation.

Carried

Moved by: J. Martelle
Seconded by: T. Deschamps

That Committee recommend that Council recommend in favour of severance B-111-23, with the following conditions, as amended:

1. That the Owner obtain relief from the Zoning Bylaw, satisfactory to the Township, that permits the accessory structure on the severed lands, with all levels of appeal exhausted.
2. That the owner provide evidence, to the satisfaction of the Township, that the existing shared well is disconnected from the accessory building on the severed lot. Each lot shall be serviced by individual water supply and sewage disposal systems.

Carried

2. Request for Easement, 2099 Dundas (Speska Holdings Inc.)

Committee reviewed the report and discussed the historic use of the requested easement as an access driveway for businesses and confirmed that if the Township were to sell the commercial lot that the easement would survive a land sale.

Moved by: W. Smail
Seconded by: S. Dillabough

That Committee recommend that Council proceed with the request for an easement over 2093-2095 Dundas Street in favour of 2099 Dundas Street; and authorize staff to obtain legal support in drafting an easement agreement for Council's consideration that deals with the maintenance and use of the land as requested by the Owner of 2099 Dundas Street.

Carried

3. Consent Policy Review

Committee reviewed and discussed amendment option 1 and 2, highlighting how the UCLG LEAR may impact potential future development of lands within the Township and the need to reduce minimum lot sizes and lot frontage and increase the maximum number of lots that may be created from the original land from 2 to 4.

Committee discussed the requirement to sufficiently demonstrate and justify the need for more lots in the Rural area to support amendment option 1 as part of the application to UCLG as the approval authority. There was discussion on moving forward with both amendment options 1 and 2 in order to submit both to the UCLG for review and approval as individual applications. It was noted that alternatively, amendment option 2 may be approved and submitted for approval, which may provide time for the Committee to further review amendment option 1 to gather justification to support the need to enable the creation of 4 lots by severance from an original land holding.

There was a brief discussion on the timeframe for approval of the recommendation, setting dates for the open house and public meeting and final approval from Council before the whole package can be submitted to the UCLG. Members indicated that the Mayor could call for a special meeting of Council the following week to expedite the recommendation.

Moved by: S. Dillabough

Seconded by: T. Deschamps

That Committee recommend that Council endorse the attached Official Plan Amendment No. 2 and Zoning Bylaw amendment; and direct staff to proceed with scheduling an Open House meeting to hear comments from the public on the proposed Official Plan Amendment No. 2 and Zoning Bylaw Amendment.

Carried

4. Responding to the Housing Affordability Task Force's Recommendations

Committee reviewed and discussed the Housing Affordability Task Force's recommendations and the need for the Township to select the top 5 recommendations that may be useful in increasing housing supply.

There was consensus of Committee to select and support the following recommendations: Appendix B, Appendix C, #30, #42, and #48. Committee requested that the submission be completed on behalf of the Mayor and Council.

b. Work: Economic Development

None.

c. Play: Recreation

1. Recreation Programming Update

Committee reviewed and discussed the following area of the report: aquafit and pool programs, use of arena and firehall for summer programming, possible future discussions with Town of Prescott to determine ice rental rotation amongst various organizations and associations, ratio of kids to camp counsellors, and possible future funding opportunities.

Committee commended everyone involved in Parks, Recreations and Facilities for their efforts in the recreation programs.

d. Action: Navigi and Systems Mapping Proposal

Committee reviewed the report and discussed the sources that the information is collected, collaboration possibilities with neighbouring municipalities, cancellation policy and contract requirements, and expanding information available from other areas with the UCLG.

Moved by: S. Dillabough

Seconded by: T. Deschamps

That Committee recommend that Council direct staff to work with HelpSeeker Technologies to implement the proposed Navigi supply mapping project.

Carried

7. **Inquiries/Notices of Motion**

Deputy Mayor Dillabough requested that a future report be prepared for Council on the status of the old grocery store building in Cardinal

8. Question Period

None.

9. Closed Session

None.

10. Adjournment

Moved by: S. Dillabough

Seconded by: W. Smail

That Committee does now adjourn at 9:48 p.m.

Carried

Chair

Clerk

Digital Main Street

By the South Grenville Digital Service Squad



Overview

01

Digital Main Street Overview

- What is Digital Main Street?
- Grants Offered
- Programs Offered (Past and Present)

02

Digital Main Street Over the Years

- Grant Numbers
- Program Numbers

03

TWPEC Update

- TWPEC Specific Numbers

Digital Main Street Overview

What is Digital Main Street?

- Digital Main Street was created by the Toronto Association of Business Improvement Area (TABIA)
- With the goal of helping small businesses with the adoption of technology
 - Offering grants, programs, and services to help small businesses boost their digital presence

The logo for Digital Main Street, featuring the words "DIGITAL" and "MAIN ST." in a bold, sans-serif font. "DIGITAL" is in yellow and "MAIN ST." is in light blue. The text is contained within a black rectangular box with a light blue border.

Digital Main Street Overview

Grants Offered

- Digital Transformation Grant (**Recently Closed**)
 - \$2,500 grant
 - This grant can be used on digital marketing, website development or improvement, digital training, software, and hardware*
- Aims:
 - To assist small businesses with the adoption of technology by providing digital literacy skills, training, and advisory support to improve their digital presence

Digital Main Street Overview

Grants Offered

- Canada Digital Adoption Plan (CDAP)
 - \$2,400 grant
 - This grant can be used on development or improvement of an e-commerce website, e-Commerce software, hardware*, digital marketing, and costs related the implementation of an e-Commerce strategy
- Aims:
 - To help with costs related to implementation of e-Commerce.
 - Provide businesses with access to a network of e-Commerce advisors to receive support and guidance

Digital Main Street Overview

Current Programs Offered

- ShopHERE Program
 - Pairs you with an e-Commerce Coordinator to help you create, configure, and market an online store for your business
 - Trains you on how to manage your new online store
- Digital Service Squad
 - Offers free digital support for small business to help with digitally improving their business
 - This can be social media help, digital audits, website design tips, and much more!

Digital Main Street Overview

Past Programs

- Future Proof
 - This program was created as a COVID-19 support measure aimed to help 'future proof' small businesses and help drive recovery
 - Assists businesses with identifying new markets, pivoting their business model, and developing and implementing a deep digital transformation plan
 - Assigns businesses with teams of business school students



Digital Main Street Over the Years

South Greenville Digital Main Street

- The first year Digital Main Street programs were offered to small businesses in South Greenville was in 2020 (FP, DTG, DSS, and SH)
 - Note: CDAP was not offered until 2022
- Grants distributed:
 - 58 Digital Transformation Grants (Total of \$145,000)*
 - 3 CDAP Grants, with 3 currently in the application stage
- Program Participants:
 - 36 businesses have completed the ShopHERE program
 - Over 150 businesses have received help from the DSS

TWPEC Update

Grants and Programs Supported in TWPEC

- Since 2020:
 - 10 Digital Transformation Grants have been distributed in TWPEC
 - 2 CDAP grants have been distributed in TWPEC
 - 10 businesses from TWPEC have completed the ShopHERE program
 - 45 different businesses have received help from DSS

**Thank you for
listening!**

Questions?

Ventnor Energy Storage Project



Delegation Presentation to Council

November 6th 2023

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About Baseload Power

- ★ Over 60+ years of combined electricity experience
- ★ Developer of zero-carbon electricity infrastructure:
 - Battery Energy Storage;
 - Renewable Electricity Generation; and
 - Public EV Charging Infrastructure
- ★ Generated over \$1.5 Billion in electricity infrastructure investment
- ★ Developed over 1,150 megawatts (MW) of electricity projects across Canada
- ★ Over 2,500 MW of electricity projects in development

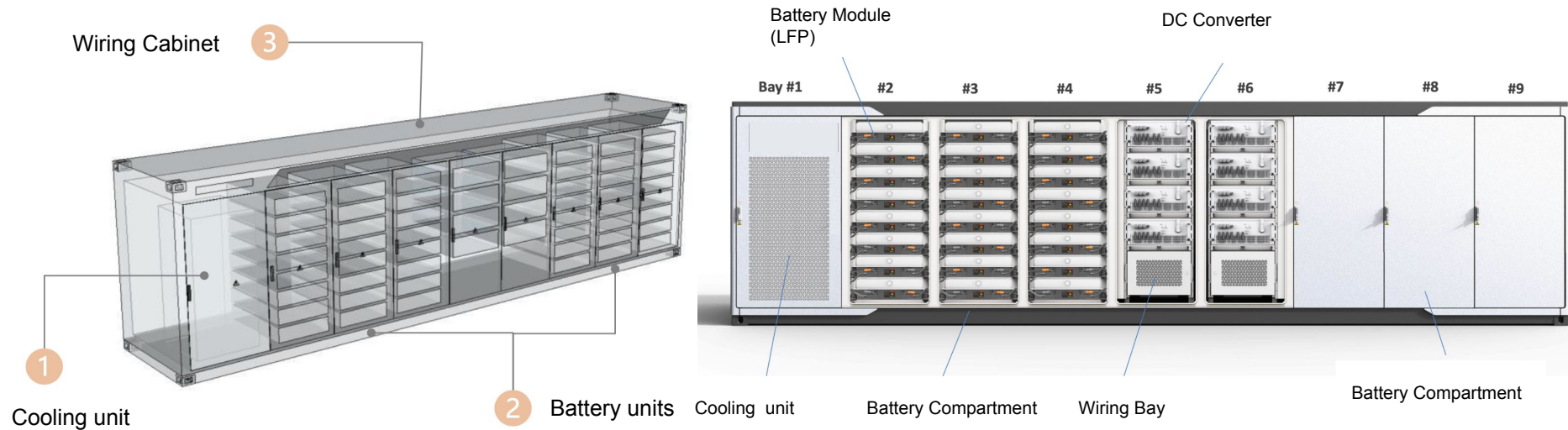


Ontario Electricity System Needs

- ★ Ontario needs 4,000 megawatts (MW) of new electrical resources by 2028 because:
 - Shutdown of the Pickering Nuclear Plant
 - Greenhouse gas (GHG) reduction and Population growth
 - The electrification of transportation and industry
- ★ Ontario has excess electricity at night time that can be stored and used during peak times
- ★ The Province, through the Independent Electricity System Operator (IESO), is procuring electrical resources through competitive bid requests for proposals ([RFP](#))
- ★ The competitive bidding process is designed to maintain a robust electricity system while securing the most cost effective resources on behalf of ratepayers

What is a Battery Energy Storage System?

- ★ Batteries include individual Lithium-ion-phosphate (LFP) battery modules, grouped together in purpose built outdoor rated and safety certified containers and deployed onsite with associated inverters and transformers that are connected to the high voltage utility electrical grid system



Attributes and Benefits of Battery Energy Storage

- ★ DOES NOT create GHG or air pollution unlike natural gas generation
- ★ Proven to be very cost competitive with natural gas generation
- ★ Will SAVE Ontario's electricity consumers money because battery will:
 - charge with surplus night-time power vs. selling surplus to NY and Quebec at a loss
 - discharge during peak-times vs. buying power from NY and Quebec at premium prices
- ★ MINIMIZES the need for new local and regional power lines

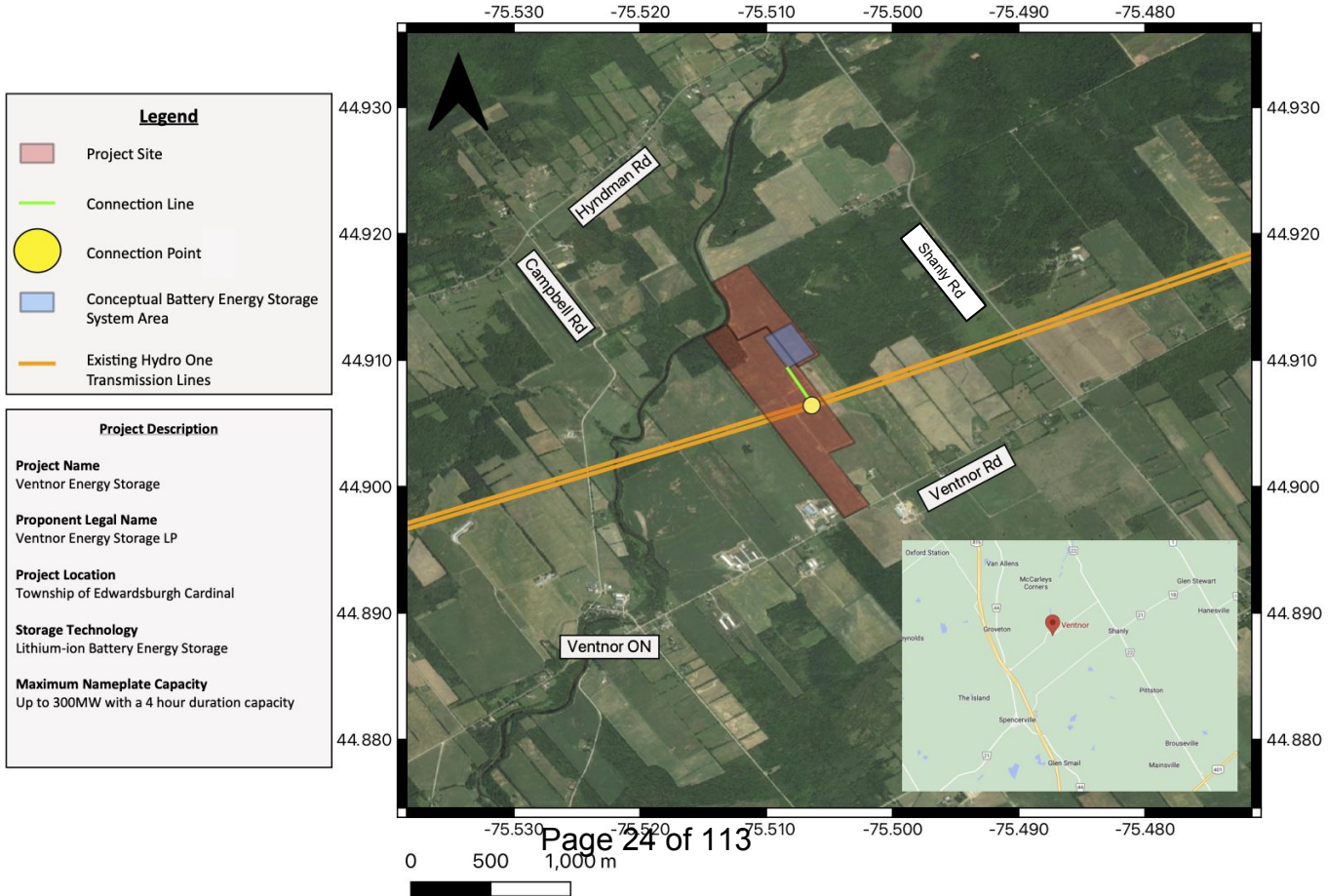
Ventnor Energy Storage Project (the “Project”)

- ★ The Project is a battery energy storage system rated up to 300 megawatts for 4 hours
- ★ The Project Site is on Ventnor Rd. and the total footprint is approximately 25 acres
- ★ Location strategically maximizes setbacks from existing and future residences (800+ metres)
- ★ The Project is located on private land outside of environmentally sensitive areas
- ★ The IESO confirmed that the Project’s location will provide reliability and flexibility for the grid

Additional Project Attributes

- ★ Very close to the existing Hydro One Transmission Lines - No need to build new transmission lines across the Township
- ★ Sited in a remote section on the Project Site far from the road or any houses
- ★ Project plans to use existing property entrance off of Ventnor Rd
- ★ The Project plans to utilize existing farm road on the property
- ★ Very efficient use of land vs. other electricity sources i.e 300 MW battery project uses 25 acres, 300 MW solar farm uses 2,000 acres, 300 MW wind farm uses 10,000+ acres

Detailed Project Map



Local Benefits of the Project

- ★ Provides multiple financial benefits to the Municipality over a minimum of 20 years, including:
 - Recurring community benefit payments
 - Increased tax revenues
 - Use of local materials, equipment and labour wherever possible and local service industries
- ★ Helps to improve local electricity quality, reliability and security
- ★ Road use agreement to upgrade and maintain Municipal roads used by the Project

Stakeholder Consultation

- ★ The Project held a consultation meeting with Township Staff on Tuesday October 3rd 2023
- ★ Made a delegation to Council on Tuesday October 10th 2023
- ★ Held multiple consultations with South Nation Conservation Planning on Friday September 22nd 2023 and Friday October 20th 2023
- ★ Held a Public Community Meeting on Wednesday November 1st 2023
- ★ If awarded a contract by the IESO additional consultation with all stakeholders will be undertaken

Public Community Meeting

- ★ A public community meeting was held on Wednesday November 1 from 6-8pm
- ★ The meeting was well attended with 10 entries on the sign-in sheet
- ★ Feedback forms with Project addressed stamped envelopes were provided to each attendee
- ★ The meeting presentation has been posted to the Project's website and has been made available to the Township to post on its website
- ★ Questions regarding fire, groundwater, decommissioning, setbacks from homes, setbacks from environmental areas, municipal approval process and financial community benefits were raised and these question were addressed by Baseload staff and by the information included in community meeting presentation

Top 4 Public Community Meeting Topics

Operational noise permit	<ul style="list-style-type: none">• Must meet 40 dB at night time throughout life of Project
Fire management plan	<ul style="list-style-type: none">• Hazard Mitigation Analysis, Fire Risk Assessment, Fire Protection Design and Emergency Response Plan including ongoing first responder integration, education, training and awareness
Groundwater management plan	<ul style="list-style-type: none">• Project Site is being farmed and no large outcroppings of rock have been identified so rock blasting is not expected• Containment systems will be used for Project's transformer foundations in the same way Hydro One uses them for its substations
Decommissioning plan	<ul style="list-style-type: none">• Contract term is 20 years plus likely extensions as Project is critical infrastructure for the Province• At end of life, we are obligated to restore land to its original condition• Batteries and equipment that cannot be repurposed can be recycled at facilities located in Ontario

Key Permits and Approvals

- ★ Province classifies battery projects as electrical transmission infrastructure
- ★ Provincial requirement is Class Environmental Assessment for Minor Transmission Facilities
- ★ Class EA is the same process that is required for Hydro One transmission substations
- ★ Class EA is for projects that have predictable and manageable environmental effects
- ★ Municipality has control over the Project through zoning and site plan control
- ★ Class EA and Municipal process would ONLY begin if the Project is awarded a contract by the IESO

Municipal Support Resolution

- ★ We are requesting that council provide a Municipal Support Resolution (MSR) for the Project
- ★ The MSR IS NOT an approval, just support for the concept of the Project in principle, which helps the Project in its bid submission to the IESO
- ★ The Project would still be subject to all municipal approvals, including Zoning and Site Plan Approval
- ★ Municipalities across the Province have provided MSRs for a variety of Projects including those located on agricultural land (please click hyperlinks below):
 - [Municipality of Lakeshore](#)
 - [Greater Napanee](#)
 - [Enniskillen Township](#)
 - [Municipality of Chatham Kent](#)
 - [Township of Cramahe](#)
 - [City of Windsor](#)

THANK YOU FOR YOUR TIME AND ATTENTION



Contact Details: Jonathan Sandler, President
jsandler@baseloadpower.ca and Contact@ventnorenergystorage.com

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Appendix

Operational Noise Mitigation

- ★ Batteries generate noise primarily from the cooling systems, inverters and transformers
- ★ The Project is subject to complying with Provincial noise limits as set out in the Ministry of the Environment, Conservation and Parks' Noise Guideline - NPC-300 for its entire operational life
- ★ Noise regulations under the NPC-300 are the strictest in rural areas, requiring the night-time ambient noise at a noise receptor in a rural area to be no greater than 40 decibels
- ★ The Project cannot be built and operated without adhering to the NPC-300 guidelines
- ★ The Project is setback 800+ metres from existing and potential future homes to ensure that the requirements of NPC-300 will be met
- ★ Additional noise attenuation measures such as berms, noise walls may be built if required

Battery Safety Features

Pressure Release Panels

Allows off gasses to escape quickly and for any potential fire to burn out faster

Air Cooled Venting

To add additional cooling to the system and allows off gasses to escape quickly and for any potential fire to burn out faster

Multicriteria Smoke and Heat detectors

Tied into overall fire management system that detects heat and off gasses well in advance of any failures

Exterior Steel Walls

With fiberglass insulation for more optimal cooling and fire containment

Internal Insulation Walls

For more optimal cooling and fire containment

Cooling Unit, Aux Sensors and Relays

To keep the system cool and pass information back to the fire management system



Fire Safety Measures – Part 1

- ★ Batteries must meet multiple fire safety standards including:
 - US National Fire Protection Standard 855; and
 - UL9540/UL9530A, and UL1973
- ★ Battery containers are designed, built and tested to prevent the spread of fire to neighbouring battery containers
- ★ The Project layout incorporates spacing between battery containers to prevent the spread of fire
- ★ Lithium-ion Phosphate (LFP) batteries are updated battery technology that has a significantly lower risk of fire compared to older battery technology

Fire Safety Measures – Part 2

- ★ Battery facilities are designed with a centralized 24/7 fire monitoring and management system
- ★ Fire system monitors every individual battery module for safe operating conditions including temperature, off-gassing and smoke
- ★ Based on monitoring conditions, the fire system will:
 - Automatically turn off battery containers and all surrounding battery containers
 - Increase cooling levels by activating all remote and onsite temperature controlling mechanisms for all surrounding battery containers
 - Send communication of potential issue to the closest first responders
- ★ Current best practices are to not use water and other fire retardants to extinguish a battery fire

Fire Safety Measures – Part 3

- ★ Managing a battery fire relies on known fire management technology, procedures, knowledge, training and skills
- ★ Detailed plans will be prepared for the Project including:
 - Hazard Mitigation Analysis, Fire Risk Assessment, Fire Protection Design and Emergency Response Plan including first responder integration, education, training and awareness
- ★ Ongoing fire system testing and first responder training will be conducted throughout the Project's operational life
- ★ Global insurance companies provide insurance coverage for battery projects as they are comfortable with the technology and the safety features incorporated into the technology

Groundwater Management

- ★ Given the Project Site is being farmed and there are no large outcroppings of rock, rock blasting is not expected during the construction of the Project
- ★ Stormwater Management Plan will be created to manage and mitigate any run-off and groundwater impacts
- ★ Containment systems will be incorporated into transformer foundations in the same manner as Hydro One employs for its substations
- ★ Strategically, the Project is located 800+ metres from the closest home which acts as an additional natural barrier to protect groundwater
- ★ Current best practices are to not use foam and other fire suppression chemicals to extinguish a battery fire, further protecting groundwater

Decommissioning

- ★ If the Project is awarded a contract under the IESO RFP, the term of the contract is 20 years
- ★ Once operational the Project will become part of the critical electrical infrastructure for the Province and the IESO will most likely look to extend the original contract beyond 20 years
- ★ In our agreements with landowners, at the end of the Project we are obligated to remove all equipment and restore the land to its original condition
- ★ At end of the Project, the battery and other equipment will continue to have significant value (multiple millions of dollars) and will be used or repurposed in other projects or uses
- ★ Batteries and equipment that cannot be repurposed will be recycled at facilities located in Ontario
- ★ Decommissioning Plan will be created in consultation with the municipality

<i>Potential Impacts</i>	<i>Mitigation Measures During Construction and Operations</i>
Air Quality During Construction	<ul style="list-style-type: none"> • Emissions associated with Project construction activities are primarily dust and equipment exhaust, which will be localized and will be relatively short duration with a negligible effect on the surrounding airshed • A dust management plan will be in place and a non-chloride dust control (e.g. water) will be used where needed
Construction Noise	<ul style="list-style-type: none"> • Construction will take place during normal business hours and not during 8:00PM-7:00AM • All equipment will be maintained in good working order with muffler devices, where appropriate • The Project will comply with the Municipality's Noise By-Law
Natural Environment During Construction and Operations	<ul style="list-style-type: none"> • Standard mitigation will be used to protect migratory bird habitat, reptile habitat, and to manage wildlife encounters • Standard erosion and sediment control measures used to mitigate potential negative effects to adjacent drains • Stormwater management will be implemented and will comply with Ontario Water Resources Act (OWRA)

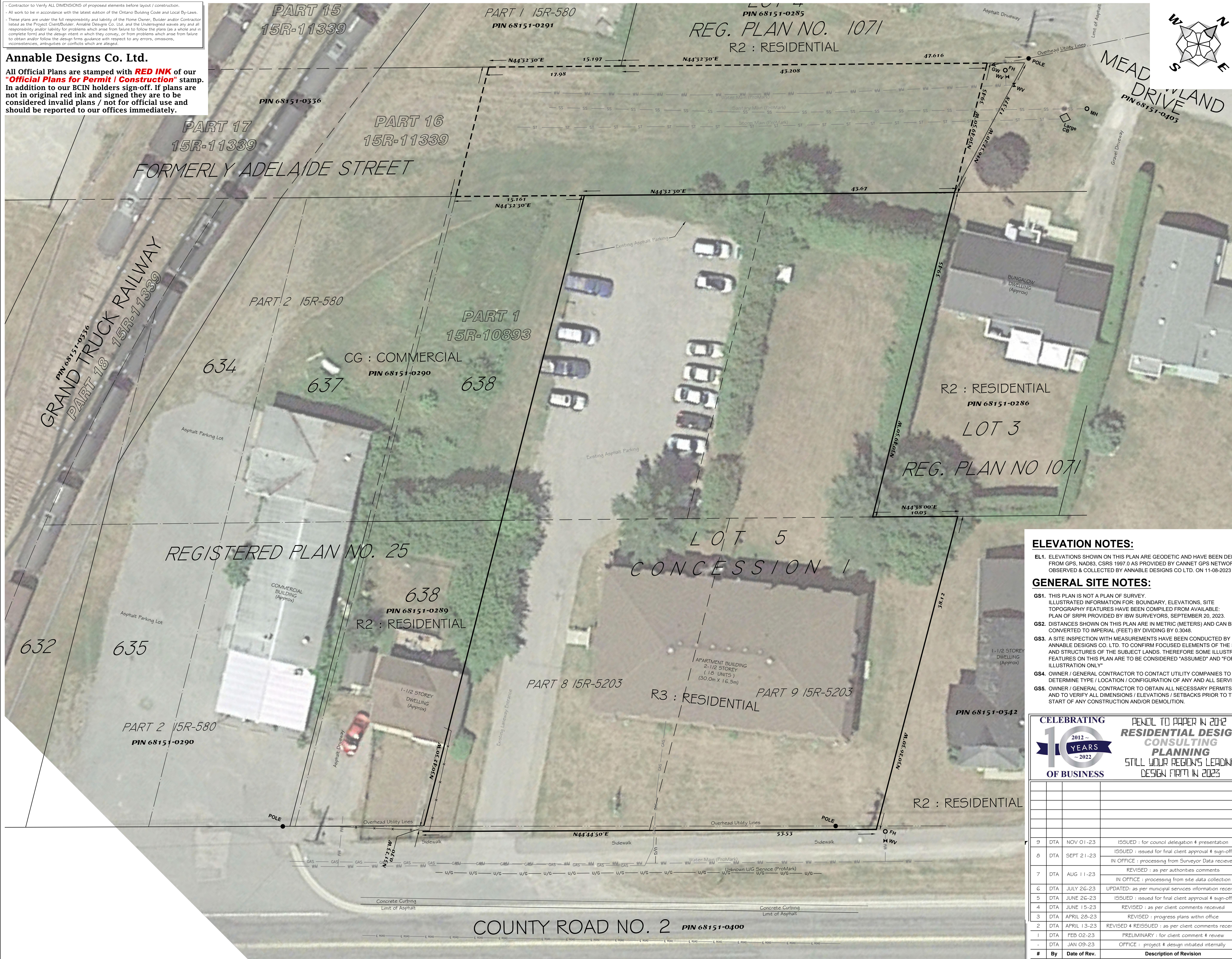
Potential Impacts	Mitigation Measures During Construction and Operations
Visual Impact	<ul style="list-style-type: none"> • The Project has been strategically sited to be in a remote portion of the Project Site to minimize the visual impact • The Project will be designed and built to include visual barriers where appropriate, which may include berms, alternative fencing and/or vegetation
Public Safety	<ul style="list-style-type: none"> • The Project will comply with the Occupational Health and Safety Act and only use licensed contractors and operators • The Project Site will be fully fenced and appropriate security measures will be put in place • A detailed emergency response and fire management plan will be developed in consultation with the local fire department. Any required equipment and training will be provided
Environmental Contamination	<ul style="list-style-type: none"> • Battery storage systems are designed and built with a containment capture tray for more than 100% of the standard water and glycol coolant that may be used to control battery temperature • Project will be designed and built to include containment structures around transformers, which are the same as those used by Hydro One at their substations
Electromagnetic fields	<ul style="list-style-type: none"> • Operation of the battery has the potential to generate electromagnetic fields similar to the fields generated by the existing electricity transmission system • Any electromagnetic field created by the battery would be contained with 80 feet of the battery system

Potential Impacts	Mitigation Measures During Construction and Operations
Traffic Disruption	<ul style="list-style-type: none"> • A traffic management plan will be implemented prior to construction in consultation with the Municipality
Agricultural Land	<ul style="list-style-type: none"> • Most official plans include provisions that allow electrical utility related infrastructure to be located in any zone • The Project, if approved, will connect to the Hydro One grid and act as critical electrical infrastructure for the Province for a very long period of time (20+ years) • The IESO's RFP for energy storage resources does not prohibit such projects from being located on agricultural land, which is different than previous RFPs for solar energy resources • The footprint of the Project is very small, especially considering the total size of the property • Farming operations will continue on the land that is not being used by the Project • The Municipality of Lakeshore, Municipality of Chatham Kent, Greater Napanee, Enniskillen Township, Township of Cramahe and others have provided support resolutions for projects on agricultural land

- Contractor to Verify ALL DIMENSIONS of proposed elements before layout / construction.
 - All work to be in accordance with the latest edition of the Ontario Building Code and Local By-Laws.
 - These plans are under the full responsibility and liability of the Home Owner, Builder and/or Contractor listed as the Project Client/Builder. Annable Designs Co. Ltd. and the Undergrader waives any and all responsibility and/or liability for problems which arise from failure to follow the plans as a whole and in complete form and the design intent in which they convey, or from problems which arise from failure to obtain and/or follow the design firm guidance with respect to any errors, omissions, inconsistencies, ambiguities or conflicts which are alleged.

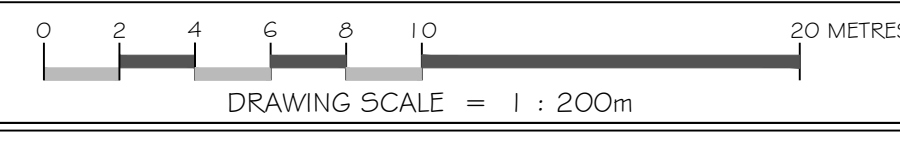
Annable Designs Co. Ltd.

All Official Plans are stamped with **RED INK** of our "Official Plans for Permit / Construction" stamp. In addition to our BCIN holders sign-off. If plans are not in original red ink and signed they are to be considered invalid plans / not for official use and should be reported to our offices immediately.



Existing Site Plan

For:
608 COUNTY ROAD 2
 Being:
 PART OF LOTS CONCESSION 1
 and
 BLOCK 66 REGISTERED PLAN 1071
 Geographic Village of Cardinal
 TOWNSHIP OF EDWARDSBURGH-CARDINAL
 COUNTY OF GRENVILLE



BOUNDARY / DATA USE:

- BD1.** ANNABLE DESIGNS CO IS NOT A REGISTERED LAND SURVEYOR AND THIS PLAN SHALL NOT BE USED AS A PLAN OF LEGAL SURVEY FOR ALL PROPERTY LINE DISPUTES AND/OR PROPER IDENTIFICATION OF BOUNDARY CONTACT A LOCAL ONTARIO LAND SURVEYOR FOR A BUILDING LOCATION SURVEY.
- BD2.** DATA COLLECTED FROM THE SUBJECT SITE AND ABUTTING PROPERTIES HAS BEEN DONE IN A PROFESSIONAL AND TECHNICALLY TRAINED MANOR. ANNABLE DESIGNS CO. HAS USED COMMON PRACTICES AND KNOWLEDGE WITH THE ASSISTANCE OF SPECTRA PRECISION (GPS) EQUIPMENT.

GENERAL DESIGN NOTES:

- D1.** THIS SITE PLAN SHOULD BE READ IN CONJUNCTION WITH THE PROJECT DESIGN PLANS THAT HAVE BEEN PREPARED BY ANNABLE DESIGNS CO. LTD.
- D2.** ALL DESIGN ELEMENTS AND SITE CONSTRUCTION FEATURES ILLUSTRATED SHALL CONFIRM TO THE EXISTING OFFICIAL PLANS AND ZONING BY-LAWS OF THE MUNICIPALITY. IN ADDITION TO ALL PROVINCIAL GUIDELINES, STANDARDS, AND REQUIREMENTS.

ELEVATION NOTES:

EL1. ELEVATIONS SHOWN ON THIS PLAN ARE GEODETIC AND HAVE BEEN DERIVED FROM GPS, NAD83, CSRS 1987.0 AS PROVIDED BY CANNET GPS NETWORK. OBSERVED & COLLECTED BY ANNABLE DESIGNS CO LTD. ON 11-08-2023

GENERAL SITE NOTES:

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- GS2.** DISTANCES SHOWN ON THIS PLAN ARE IN METRIC (METERS) AND CAN BE CONVERTED TO IMPERIAL (FEET) BY DIVIDING BY 0.3048.
- GS3.** A SITE INSPECTION WITH MEASUREMENTS HAVE BEEN CONDUCTED BY ANNABLE DESIGNS CO. LTD. TO CONFIRM FOCUSED ELEMENTS OF THE SITE AND STRUCTURES OF THE SUBJECT LANDS. THEREFORE SOME ILLUSTRATED FEATURES ON THIS PLAN ARE TO BE CONSIDERED "ASSUMED" AND "FOR ILLUSTRATION ONLY"
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PLAN LEGEND:		10.80m	
9.99m (Elev)	- DENOTES Existing Building Tie	- DENOTES Proposed Building Tie	
---	- DENOTES Existing Building	- DENOTES Proposed Building	
---	- DENOTES Existing Gravel Feature	- DENOTES Proposed Gravel Feature	
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---	- DENOTES Wood Stake (on site)	- DENOTES Proposed Wood Stake (on site)	
---	- DENOTES Existing Utility Pole	- DENOTES Proposed Utility Pole	
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8	DTA	SEPT 21-23	ISSUED : issued for final client approval & sign-off IN OFFICE : processing from Surveyor Data received
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-	DTA	JAN 09-23	OFFICE : project & design initiated internally

PRELIMINARY
 NOT BE USED FOR CONSTRUCTION

ANNABLE DESIGNS Co. Ltd.
 (FIRM) DAVID T. ANNABLE - SR. DESIGNER

REVISIONS & RELEASES

AUTHORIZATION SIGNATURE - CONSULTANT
 COMPLETION DATE: JANUARY 2023
 COMPUTER NO: 1593-SP1.DWG
 CAD BY: D. T. ANNABLE
 SCALE: 1 : 200m
Rev. 09

PROJECT ID NUMBER: **1593**
 SHEET NUMBER: **SP1**

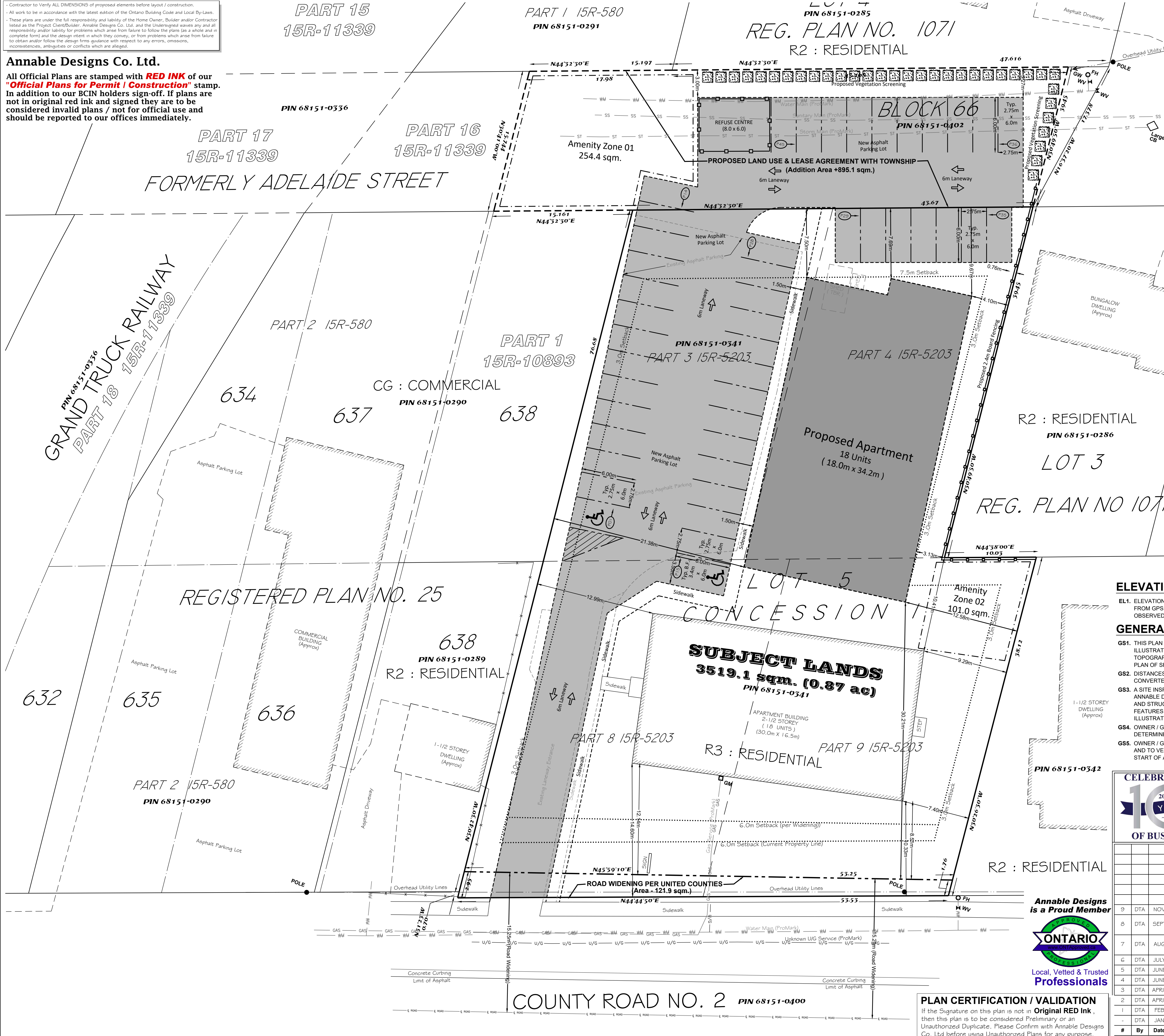
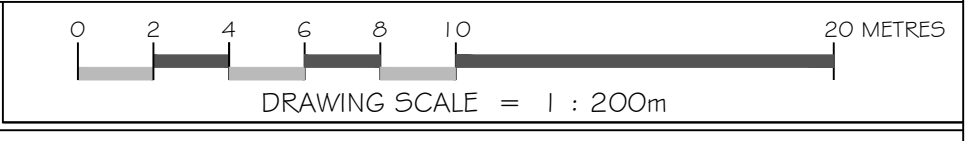
Contractor to Verify ALL DIMENSIONS of proposed elements before layout / construction.
 All work to be in accordance with the latest edition of the Ontario Building Code and Local By-Laws.
 These plans are under the full responsibility and liability of the Home Owner, Builder and/or Contractor listed as the Project Client/Builder. Annable Designs Co. Ltd. and the Underigned waives any and all responsibility and/or liability for problems which arise from failure to follow the plans (as a whole and in complete form) and the design intent in which they convey, or from problems which arise from failure to obtain and/or follow the design firm guidance with respect to any errors, omissions, inconsistencies, ambiguities or conflicts which are alleged.

Annable Designs Co. Ltd.

All Official Plans are stamped with **RED INK** of our "Official Plans for Permit / Construction" stamp. In addition to our BCIN holders sign-off. If plans are not in original red ink and signed they are to be considered invalid plans / not for official use and should be reported to our offices immediately.

Site Plan Proposal

For:
608 COUNTY ROAD 2
 Being:
 PART OF LOTS CONCESSION 1
 and
 BLOCK 66 REGISTERED PLAN 1071
 Geographic Village of Cardinal
 TOWNSHIP OF EDWARDSBURGH-CARDINAL
 COUNTY OF GRENVILLE



Item Description	Requirement	Existing Conditions	Proposed Structure	Req'd Relief	Notes
Zone Classification	---	R3	R3	---	---
Permitted Use	---	MULTI-RES	MULTI-RES	---	---
Lot Area (mn)	700.0 sqm	3640.47 sqm	*3519.53 sqm	---	*Proposed reflects Road Widening
Lot Frontage (mn)	30.0 m	53.53 m	53.53 m	---	---
Front Yard (mn)	6.0 m	8.5 m	30.21 m	---	*Proposed reflects Road Widening
Rear Yard (mn)	7.5 m	45.41 m	7.50 m	---	---
Exterior Side Yard (mn)	6.0 m	---	---	---	---
(a) Internal Side Yard (mn)	3.0 m	12.72 m	22.15 m	---	---
(b) Internal Side Yard (mn)	3.0 m	5.44 m	3.0 m	---	---
Building Height (mansard)	14.0 m	---	---	---	---
Building Height (means)	14.0 m	---	---	---	---
Number of Building(s) (max)	1 Building/lot	1	+ 1	> 1 Bldg	---
Unit(s) on Site	---	18 Units	+ 18 Units	---	---
Primary Building Area(s)	---	492.75 sqm	+598.0 sqm	---	---
Total Building Area(s)	---	492.75 sqm	1090.75 sqm	---	---
Lot Coverage (max)	40.0 %	13.5 %	31.0 %	---	---
Asphalt Area(s)	---	860.9 sqm	1820.3 sqm	---	---
Standard Parking Spaces	1.25 spaces/unit	21 spaces	43 spaces	---	---
BF Parking Spaces	4% of total	*unknown	2 spaces	---	---
Total Parking Spaces	---	21 spaces	45 spaces	---	---

BOUNDARY / DATA USE:
 B01. ANNABLE DESIGNS CO IS NOT A REGISTERED LAND SURVEYOR AND THIS PLAN SHALL NOT BE USED AS A PLAN OF LEGAL SURVEY FOR ALL PROPERTY LINE DISPUTES AND/OR PROPER IDENTIFICATION OF BOUNDARY CONTACT A LOCAL ONTARIO LAND SURVEYOR FOR A BUILDING LOCATION SURVEY.
 B02. DATA COLLECTED FROM THE SUBJECT SITE AND ADJUTING PROPERTIES HAS BEEN DONE IN A PROFESSIONAL AND TECHNICALLY TRAINED MANOR. ANNABLE DESIGNS CO. HAS USED COMMON PRACTICES AND KNOWLEDGE WITH THE ASSISTANCE OF SPECTRA PRECISION (GPS) EQUIPMENT.

GENERAL DESIGN NOTES:
 D1. THIS SITE PLAN SHOULD BE READ IN CONJUNCTION WITH THE PROJECT DESIGN PLANS THAT HAVE BEEN PREPARED BY ANNABLE DESIGNS CO. LTD.
 D2. ALL DESIGN ELEMENTS AND SITE CONSTRUCTION FEATURES ILLUSTRATED SHALL CONFIRM TO THE EXISTING OFFICIAL PLANS AND ZONING BY-LAWS OF THE MUNICIPALITY. IN ADDITION TO ALL PROVINCIAL GUIDELINES, STANDARDS, AND REQUIREMENTS.

ELEVATION NOTES:
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---	DENOTES Existing Hydro Service	---	DENOTES Proposed Hydro Service
SS	DENOTES Sanitary Service (Appro)	---	DENOTES Proposed Sanitary Service (Appro)
ST	DENOTES Storm Service (Appro)	---	DENOTES Proposed Storm Service (Appro)
WM	DENOTES Water Service (Appro)	---	DENOTES Proposed Water Service (Appro)
---	DENOTES Centre-Line of Road	---	DENOTES Proposed Centre-Line of Road
U/G	DENOTES Unknown Problem Located Underground Service	---	DENOTES Proposed Unknown Problem Located Underground Service

MUNICIPAL FEATURE LEGEND
 --- DENOTES Town Zoning Setback

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1	DTA	FEB 02-23	PRELIMINARY : for client comment & review
			OFFICE : project & design initiated internally

REVISIONS & RELEASES

PROJECT ID NUMBER: **1593**

SHEET NUMBER: **SP2**

AUTHORIZATION SIGNATURE - CONSULTANT: **PRELIMINARY**

COMPLETION DATE: JANUARY 2023

COMPUTER NO: 1593-SP1.DWG

CAD BY: D. T. ANNABLE

SCALE: 1 : 200m

Rev. 09

ANNABLE DESIGNS Co. Ltd. (FIRM) DAVID T. ANNABLE - SR. DESIGNER

PLAN CERTIFICATION / VALIDATION
 If the Signature on this plan is not in Original RED Ink, then the plan is to be considered Preliminary or an Unauthorized Duplicate. Please Confirm with Annable Designs Co. Ltd before using Unauthorized Plans for any purpose.



**TOWNSHIP OF EDWARDSBURGH CARDINAL
ACTION ITEM**

Committee: Committee of the Whole – Community Development

Date: November 6, 2023

Department: Community Development

Topic: Application to Amend Zoning Bylaw, 2084 Dundas St (Zanderplan Inc on behalf of 2733521 Ontario Inc.)

Purpose: To review an application and draft bylaw for a Zoning Bylaw Amendment at 2084 Dundas Street, to allow for the conversion of an existing residential unit on the ground floor into four residential units. The building will contain a total of ten residential dwelling units following the proposed internal conversion. The draft bylaw proposes that an apartment dwelling would be included as an additional permitted use for this property.

Background: Committee reviewed the application on September 5th and directed Staff to proceed with scheduling the Public Meeting. A Public Meeting was held on October 23rd.

Please review the attached documents and reports for background information:

- Final Report, prepared by Novatech
- Draft Bylaw, prepared by Novatech
- Planning Rationale, prepared by Zanderplan Inc.
- Site Plan, prepared by Zanderplan Inc.
- Floorplan for new units, by Owner

Policy Implications: The attached final planning report by Novatech considers Provincial Policy Statement and Official Plan Policies related to this application.

Financial Considerations: The applicant has remitted the appropriate deposit fee for the application, in accordance with the Planning Fees Bylaw 2022-40.

Recommendation: That Committee recommend that Council adopt an amendment to Zoning Bylaw 2022-37 for the property at 2084 Dundas Street, as attached.

A handwritten signature in black ink, appearing to read 'Neeloy Kumar', written over a horizontal line.

Community Development Coordinator

MEMORANDUM

DATE: NOVEMBER 1, 2023

TO: TOWNSHIP OF EDWARDSBURGH CARDINAL – COMMITTEE OF THE WHOLE - COMMUNITY DEVELOPMENT

FROM: NOVATECH

RE: 2084 DUNDAS STREET, CARDINAL ON – ZONING BY-LAW AMENDMENT

Background & Applicant's Proposal

A Zoning By-law Amendment application has been received for a property located in Part Lot 312 & 313 of Plan 25, known locally as 2084 Dundas Street in the Village of Cardinal. The application proposes to rezone the property to a Main Street Commercial – Special Exception (MC-x) zone to permit residential units on the ground floor of the existing building.

The subject property is located within the community core of the Village of Cardinal as identified in the Township's Official Plan. The property is approximately 200 m south of Highway 2 and approximately 260 m north of the St. Lawrence River. The property is an irregular shaped corner lot that has an area of approximately 2,149.7 m² with approximately 18.6 m of frontage on Dundas Street and 75.9 m of frontage on Bridge Street. The property is presently developed with a three storey building facing Dundas Street extending back to a two-storey building addition along Bridge Street. It is understood that the entire building is used for residential purposes and contains a total of seven residential dwelling units. Six residential dwelling units are located within the three-storey portion of the building facing Dundas Street and one residential unit is located in the back two storey portion of the building. Surrounding uses include residential and commercial uses within the core of the Village of Cardinal.

The subject property is designated Urban Settlement Area by the United Counties of Leeds and Grenville Official Plan and is designated as Settlement Policy Area in the Township of Edwardsburgh Cardinal's Official Plan. The Township's Zoning By-law (2022-37) zones the property as Main Street Commercial (MC) and Residential Second Density (R2).

The applicants are proposing to convert the two-storey building portion along Bridge Street from one residential unit into four residential units, utilizing both the main and upper floors of the building. As a result of this conversion, a total of ten apartment units will be contained within the existing building. No building additions are proposed. The MC zone does not allow residential uses on the ground floor of a non-residential building and does not permit an entirely residential use building. The zoning by-law amendment application is necessary to allow for interior renovations to permit an additional three dwelling units within the existing building.

Planning Discussion

The proposed zoning by-law amendment application has been reviewed against the following planning policy documents:

2020 Provincial Policy Statement (PPS)

The PPS has specific policies regarding settlement areas stating that they should be the focus of growth and development (Section 1.1.3.1). The PPS encourages development to efficiently use existing infrastructure, encourages opportunities for intensification and providing a range of housing options (Section 1.1.3.2 & 1.1.3.3). The PPS also states that planning authorities shall provide for an appropriate range of housing options and densities to meet projected market-based and affordable housing needs of current and future residents by permitting and facilitating all housing options and all types of residential intensification (Section 1.4.3b)). The PPS also states that the long-term economic prosperity should be supported by encouraging residential uses to respond to dynamic market-based needs and maintaining and, where possible, enhancing the vitality and viability of downtowns and mainstreets (Section 1.7.). The proposed zoning by-law amendment meets the intent of the PPS as the application proposes intensification within an existing building with no changes to the building's footprint which represents good land use planning and utilization of existing services within the downtown core of Cardinal.

United Counties of Leeds & Grenville Official Plan

The subject property is designated as Urban Settlement Area on Schedule A of the UCLG Official Plan. Similar to the PPS, the Counties' Plan encourages growth and development to be directed towards settlement areas including intensification and redevelopment within historic downtowns (Section 1.1.5.10 & 2.3.1). Further, Section 2.4.1 of the Counties Plan encourages residential intensification within settlement areas. The proposed zoning by-law amendment will allow for intensification through the creation of additional residential units within existing building to accommodate additional housing options with Cardinal.

Township of Edwardsburgh Cardinal Official Plan

The subject property is designated as Settlement Policy Area on Schedule A of the Township of Edwardsburgh Cardinal's Official Plan. This designation allows for a mix of uses and encourages higher density residential uses where appropriate. The subject property is identified as being location within a community core area of the Village of Cardinal. Official Plan policies support the preservation and adaptive re-use of historic buildings while encouraging appropriate intensification (Section 3.1.4.1). A mix of commercial and medium and high-density residential uses are also permitted within the community core area (Section 3.1.4.2).

The proposed zoning by-law amendment is found to meet the intent of the Township's Official Plan as it will permit additional residential units within an existing building and the proposed site is able to accommodate off-street parking facilities within Cardinal's community core.

The subject property is located adjacent to an existing railway spur line which runs through the Village of Cardinal. The application proposes internal renovations to accommodate additional residential units and no building additions are proposed. It is understood that the Township will be requesting that the site be subject to site plan control to provide new fencing adjacent to the railway spur.

Township of Edwardsburgh Cardinal Zoning By-law 2022-37

The subject property is zoned Main Street Commercial (MC) on Schedule B of the Township's Zoning By-law. The MC zone permits apartment units in the upper storey of a non-residential building. It is understood that the property is currently used for entirely residential uses and is considered non-conforming as residential units exist on the main floor of the building. A zoning by-law amendment is required to permit additional residential units on the main floor of the building.

The Zoning By-law requires that a minimum of one parking space be provided per dwelling unit (Section 3.14.10.1). The Site Plan provided with the application demonstrates that the subject property has the ability to accommodate up to 17 parking spaces. Ten of the parking spaces will be required for the ten dwelling units and 4 spaces will be dedicated to providing required parking for 2073 Dundas Street. The applicant has provided a parking agreement to demonstrate that off-street parking requirements for 2073 Dundas Street, which is approximately 50m from the site, can be accommodated on the property. The proposed modifications to the building will be internal and will not affect the existing building setbacks as no additions are proposed.

A draft by-law has been prepared to rezone the entire subject property to Main Street Commercial – Special Exception 3 (MC-3) to permit an apartment dwelling as an additional permitted use. The proposed amendment would recognize the existing residential uses within building and would allow for the proposed conversion for three additional apartment units. Permitted uses of the MC zone would remain in effect to allow for future commercial and mixed-use opportunities on site.

Public & Agency Comments

No oral or written comments were received from the public or circulated agencies at the time of writing this report.

Recommendation

It is our opinion that the proposed Zoning By-law amendment is consistent with the 2020 Provincial Policy Statement and conforms to both the United Counties of Leeds and Grenville and the Township of Edwardsburgh Cardinal's Official Plans. The Township's Official Plan encourages intensification within settlement areas and allows medium to high density residential development within the community core area of Cardinal. A Zoning By-law amendment has been drafted to create a Special Exception to the Main Street Commercial zone (MC-3) to permit an apartment dwelling as an additional permitted use.

Sincerely,

NOVATECH

Prepared By:



Jordan Jackson, MCIP, RPP
Project Planner

CORPORATION OF THE TOWNSHIP OF EDWARDSBURGH CARDINAL

BY-LAW No. _____

BEING A BY-LAW TO AMEND ZONING BY-LAW No. 2022-37

**ZanderPlan Inc. on behalf of 2733521 Ontario Inc.
Part of Lot 312 & 313 of Plan 25
2084 Dundas Street, Cardinal**

WHEREAS By-law No. 2022-37, as amended, regulates the use of land and the use and erection of buildings and structures within the Township of Edwardsburgh Cardinal;

AND WHEREAS the Council of the Corporation of the Township of Edwardsburgh Cardinal deems it advisable to amend By-law No. 2022-37, as amended, as hereinafter set forth;

NOW THEREFORE the Council of the Corporation of the Township of Edwardsburgh Cardinal enacts as follows:

1. The lands affected by this By-law are shown as shaded and outlined by heavy black lines on Schedule "A" which is attached hereto and forms part of this By-law.
2. Zoning By-law No. 2022-37, as amended, is hereby further amended by adding the following new subsection at the end of Section 7.1.4 (Special Exception Zones):

3. MC-3 (2084 Dundas Street, Part Lot 312 & 313, Plan 25, Village of Cardinal)

Notwithstanding the provisions of Section 7.1.1 to the contrary, on lands zoned MC-3, an apartment dwelling shall be an additional permitted use.

3. Schedule "A" to Zoning By-law No. 2022-37, as amended, is hereby further amended by changing the zoning of the lands affected by this By-law from "MC" and "R2" to "MC-3".
4. The By-law shall become effective on the date of passing hereof, subject to the provisions of Section 34 (21) of the *Planning Act*, R.S.O. 1990, as amended.

Read a first and second time this ___ day of _____, 2023.

Read a third time and adopted this ___ day of _____, 2023.

CORPORATE SEAL OF TOWNSHIP

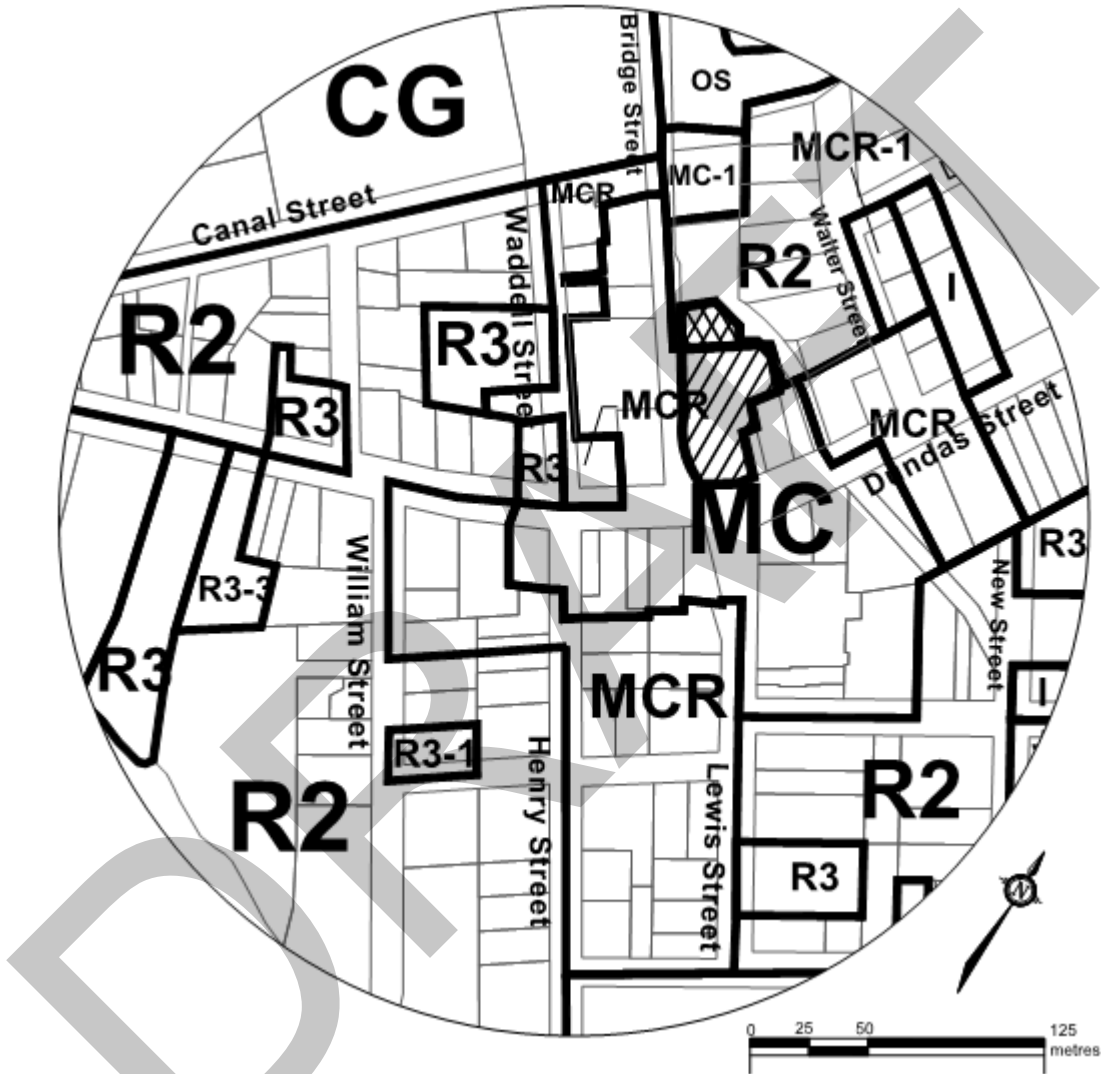
Head of Council

Clerk

Schedule "A" to By-law No. _____

TOWNSHIP OF EDWARDSBURGH CARDINAL

ZanderPlan Inc. on behalf of 2733521 Ontario Inc.
Part of Lot 312 & 313 of Plan 25
2084 Dundas Street, Cardinal



AREA(S) SUBJECT TO THIS BY-LAW



TO: MAIN STREET COMMERCIAL – SPECIAL EXCEPTION ZONE (MC-3) ZONE

FROM: MAIN STREET COMMERCIAL (MC) ZONE



TO: MAIN STREET COMMERCIAL – SPECIAL EXCEPTION ZONE (MC-3) ZONE

FROM: RESIDENTIAL SECOND DENSITY (R2) ZONE

September 12, 2023

Township of Edwardsburgh Cardinal
18 Centre Street
Spencerville, ON.
K0E 1X0

**RE: Application for Zoning By-Law Amendment
2084 Dundas Street
Part Lot 6, Concession 1, Geographic Cardinal
Edwardsburgh/Cardinal
Applicant: CFT Group**

ZanderPlan has been retained by the owner to assist with a Zoning By-Law Amendment for the property located at 2084 Dundas Street in the Settlement Area of Cardinal. The property is irregular in shape with an existing 3 storey 209.9 sq.m building located closest to Dundas Street, extending back to a 2 storey 171.3 sq.m building along Bridge Street. The lot contains numerous parking spaces for the existing use and proposed uses and also provides for additional off-property parking for the nearby property at 2073 Dundas Street through an agreement. The property owner is seeking a Zoning By-Law Amendment to transition the interior of the rear building from a single large 1 bedroom unit into 4 residential units, utilizing both upper and lower floors. The single residential unit is legal non-complying, where the zoning amendment will create a site specific zone to permit the new units on the first and second floor of the mixed use building in the Main Street Commercial Zone. The front portion of the building will remain untouched and continue to offer 6 residential units fronting onto Dundas Street. The lot will offer a total of 10 residential units and throughout with adequate parking on site; the ground floor residential space on the front of the building is recognized as legal non-conforming and is not affected by the current proposal. The lot resides within the Urban Settlement Area of the UCLG Official Plan, and within the Settlement Policy Area of the Edwardsburgh/Cardinal Official Plan, which permits the use of residential units on the ground floor. The Edwardsburgh/Cardinal Main Street Commercial zone (MC) does not permit ground floor residential, requiring a Zoning By-Law Amendment for a site specific Main Street Commercial zone (MC-x).

SITE LOCATION

The subject property is located at the corner of Dundas Street and Bridge Street in the Urban Settlement Area of Cardinal in the Township of Edwardsburgh/Cardinal. The total property is approximately 2,149.7 sq.m in size with the existing building located approximately 2.9 metres from Dundas Street and 3.4 metres from Bridge Street. The property maintains 18.6 metres of frontage onto Dundas Street, which includes a throughway between the abutting property's

building to access the rear parking area; access is also available via Bridge Street. The lot also maintains 75.9m of frontage onto Bridge Street where the building utilizes approximately 42 metres leaving the remaining space for access and parking (Figure 1). Seventeen parking spaces are shown on the attached site sketch and are accessed from Bridge Street, but could also be accessed via Dundas Street using the throughway between buildings. This parking area is also used by 2073 Dundas Street for additional off-property parking, located 56 metres down Dundas Street. The neighbouring lots consist of a mix of smaller commercial buildings as well as mixed density residential. A majority of the buildings along Bridge Street are fairly spaced out and consist of a mix of commercial to low to medium style apartments, where Dundas Street appears to have a more compact mix of semi-detached and smaller style apartments in addition to mixed use and commercial buildings. The St. Lawrence River is located South of the property approximately 270 metres away and can be accessed via William Street and Legion Way, providing different view sheds and open space to the community.



Figure 1. Aerial Image of Subject Site

PROVINCIAL POLICY STATEMENT, 2020

The Provincial Policy Statement (PPS, 2020), created under the authority of Section 3 of the *Planning Act*, identifies matters of Provincial interest which must be considered when planning applications are filed in Ontario. Approval authorities are required to ensure that decisions on planning matters are consistent with these policies.

The proposed development is consistent with **Section 1.0** Building Strong Healthy Communities, as it presents opportunities to provide a mix range of intensification to an existing developed area, using land and connecting to existing infrastructure networks efficiently (1.1.1b). The proposed development is not anticipated to cause or create any environmental or public health and safety concerns (Sec 1.1.1c). The additional residential units will not affect any of the settlement boundaries or prevent further expansion of these boundaries as it will take place within existing building stock within the settlement area (Sec. 1.1.1d). The existing building and lot front onto Dundas Street and Bridge Street, both Township Roads with connectivity to major corridors in and out of the urban area, providing intensification within a transit-supportive area (Sec. 1.1.1e). Rezoning to permit the existing ground floor and new proposed units within the mixed use building, within this particular area of Cardinal, improves the accessibility of the land and surroundings. It will allow persons with disabilities or elderly to fully participate and engage with their community, as it places most necessities within close proximity to ground floor living corridors (Sec. 1.1.1f). The proximity also increases walkability, preparing for impacts of climate change (Sec. 1.1.1i). Ultimately the request to allow the additional residential units within the existing buildings first and second floor will help build a healthy, liveable and safe community.

Section 1.1.3 speaks to Settlement Areas and the focus on growth and development relying on vitality and regeneration of the communities for long-term economic growth. The current land use and building stock will efficiently use land and resources (Sec. 1.1.3.2a) and will continue to maintain proper infrastructure and servicing to the site (Sec.1.1.3.2b). The site will provide a variety of living accommodations for the community, contributing to an intensified mixed community, aiding in minimizing the effects of climate change and urban sprawl (Sec. 1.1.3.2d). The site falls within an area that can promote active transportation as amenities are close by and accessible by sidewalks (Sec. 1.1.3.2.e). Additionally, the site falls closely along County Roads (2 and 22), making it easily accessible for future transit plans (Sec. 1.1.3.2f).

Section 1.2.6 speaks to Land Use Compatibility, noting that “*Major facilities and sensitive land uses shall be planned and developed to avoid, or if avoidance is not possible, minimize and mitigate any potential adverse effects*”. The existing development and proposed plans of the site requiring amendments to the Zoning By-Law does not meet the definition of a major facility as

defined by the Provincial Policy Statement as there are no adverse effects expected from contaminant discharges, noise, odour, or other public health risks from the additional proposed residential uses of the existing lot and building (Sec. 1.2.6). The subject property does reside along a functioning railway corridor where no barriers or crossing arms are in place. The railway and property have functioned cohesively for some time, where no foreseen adverse effects shall affect the 3 additional residential units or the function of the railway.

Section 1.4 speaks to housing and providing an appropriate range and mix of housing options and densities. The proposed development will offer 3 new residential units to meet the social, health, economic and well-being requirements of future residents (Sec. 1.4.3b). The subject site will also ensure the appropriate levels of infrastructure and servicing are continued to be available to the site (Sec.1.4.3c). As mentioned, the subject site falls within the Settlement Area, that is supported by active transportation through the access of side walks and close proximity to amenities and open space areas (Sec. 1.4.3d).

Section 1.6.6 of the PPS speaks to sewage, water and stormwater. Municipal sewage and water services is the preferred form of servicing within Settlement Areas. There are existing connections on site, requiring no additional costly expansions to the Township's existing infrastructure, ensuring feasibility is financially viable over the lifecycle.

Section 1.6.7 of the PPS speaks to transportation systems, noting connectivity among transportation systems should be maintained. The development and lot already front onto two existing roads, where no foreseen implications shall arise due to the proposed and existing use of the lot. The area shall continue to facilitate the movement of people and goods in a safe and energy efficient manner.

Section 1.7.1 of the PPS speaks to long-term economic prosperity. The proposed use of the lot will optimize the long-term availability and use of land, resources, infrastructure and public service facilities through the intensification and mixed use opportunities proposed within the existing structure. In addition to promoting opportunities for economic development and the increased residential uses, the proposed development will minimize the negative impacts from a changing climate and respond to market-based needs by providing residential units while utilizing existing servicing and infrastructure.

Section 2.1 of the PPS speaks to Natural Heritage requiring natural features and areas to be protected for the long term (Sec. 2.1.1) and the diversity and connectivity of natural features shall be maintained, restored, or where possible improved (Sec. 2.1.2). There are no natural heritage features identified on or surrounding the existing lot.

Section 2.2 of the PPS speaks to water. No significant water resource areas are identified on or surrounding the lot. The existing building will continue to be serviced with municipal water service, and there are no site changes that would result in any stormwater impacts. **Section 2.3** speaks to agriculture. The subject property is within a Settlement Area with no identified agricultural lands. **Section 2.4** of the PPS speaks to minerals and petroleum. The subject site does not contain any known significant minerals and petroleum resources that need to be preserved. **Section 2.5** speaks to mineral aggregate resources; there are no known mineral aggregate resources on or within close proximity to the subject site. **Section 2.6** of the PPS speaks to cultural heritage and archaeology; there are no known cultural heritage or archaeological resources on or within close proximity to the subject site.

Section 3 of the PPS speaks to protecting public health and safety. The subject site does not contain any known natural hazards. At this time there are no other known public health and safety hazards identified on the property or man-made hazards pursuant to the policies of Section 3.2.

Overall, the proposed amendment to maintain the front portion of the mixed use building, while renovating the rear portion to add 3 additional residential units on the first and second floor is consistent with the policies in the 2020 Provincial Policy Statement.

UNITED COUNTIES OF LEEDS AND GRENVILLE OFFICIAL PLAN, 2016

The United Counties of Leeds and Grenville Official Plan establishes the goals, objectives and policies to manage and direct physical change and the effects on the social, economic and natural environments of the Counties. The subject property resides within the Urban Settlement Area of Cardinal in the Township of Edwardsburgh/Cardinal as found on Schedule A of the Leeds and Grenville Official Plan.

Section 2.3.2 speaks specifically to Urban Settlement Areas and their function as the primary centre for growth, development and urban activities. The policies of the Urban Settlement Area are in place to promote growth and accommodate a broad range of uses. The proposed interior renovations of the building are intended to provide intensification within the existing building while continuing to utilize the existing municipal servicing and infrastructure in place. The proposed will create new residential opportunities within a portion of the building, while maintaining the existing mixed-use fronting to Dundas Street, contributing to mixed-use development along an accessible pedestrian-oriented streetscape. Due to the already developed nature of the lot and all renovations for new residential units occurring inside the building, the exterior aesthetic of the Dundas streetscape will be preserved, minimizing any public health and safety concerns.

Section 2.4.1 speaks to intensification, creating efficient and cost effective development without the need for expansion of the settlement area boundaries. The proposed use of the lot will create opportunities for additional housing units that are appropriate for the mixed use area. Appropriate locations for intensification are considered, *“small scale intensification through modifications to an existing dwelling to include secondary units”*, which is the intended purpose of the proposal.

Section 2.7 speaks to the supply of land for housing where local municipalities are encouraged to provide an appropriate range of housing types and densities to meet the projected requirements of current and future residents. The proposed re-development within the existing building will continue to offer residential units on all floors of the building, opening the options for accessible housing for the aging or physically disabled population of Cardinal.

Section 6.0 speaks to transportation, infrastructure and servicing where the subject property is located in an area with established transportation systems and support active transportation through the use of sidewalks. Municipal sewage and water services are already in place and fiscally viable over their life cycle. Due to the already developed and built-up community, effective, efficient and sustainable infrastructure is already in place to support the mixed use building within the Main Street Area of Cardinal.

Overall, the proposed re-development inside of the existing building at the corner of Dundas Street and Bridge Street meets the intent of and is supported by the policies of the United Counties of Leeds and Grenville Official Plan.

TOWNSHIP OF EDWARDSBURGH CARDINAL OFFICIAL PLAN, 2020

The Township of Edwardsburgh Cardinal Official Plan sets forth a framework to guide land use decisions for the next 20 years. It puts an emphasis on growth and development while reflecting on community values and protecting the health of residents to ensure an economically and environmentally sustainable community. The subject property resides within the Settlement Policy Area on Schedule A of the Official Plan.

Section 3.1 speaks to the Settlement Policy Area with the overall goal to create sustainable mixed-use communities while maintaining the local character of each Village and Hamlet within the Township. The proposed intensified residential use of the existing building complies with the objectives of the Settlement Policy Area as it will enhance the existing residential uses and create a new form of low to medium density residential units. Lastly, the location of the building residing on Dundas Street promotes pedestrian and cycling circulation throughout the Main Street area of Cardinal.

Section 3.1.3 speaks to the specific residential development policies which are in place to provide an adequate supply and range of low to high density housing types. Although the subject property isn't specifically identified as a sole residential development, the additional residential units on the ground floor will provide additional rental units in a neighbourhood that is appropriate and offers safe and accessible transportation routes. Overall, the proposal complies with the residential development policies of the Official Plan.

Section 3.1.5 speaks to commercial development policies where the main objective is to permit a mix and range of commercial uses providing local employment opportunities that are compatible with the neighbourhood and can be appropriately serve. The building no longer has any commercial spaces, with the ground floor front part of the building previously being renovated for residential use, and being recognized as a legal non-conforming use. Renovating the rear portion of the building, increases the number of available residential units for future growth and utilizes the building to its full potential are the goals of the development proposal.

Section 6.2.1 speaks to additional residential units as an efficient means of increasing the supply of housing. The proposed additional units on the first and second floor will offer new rental housing units within the existing mixed use building, contributing to the overall supply of housing in the community.

Section 6.8 speaks to development criteria. The site is existing and there are no exterior changes or new development proposed, therefore the building and proposed use will continue to comply with the development criteria policies of the Official Plan.

Section 6.16 speaks to land use compatibility to minimize conflicts between incompatible land uses. There are no identified land uses surrounding the subject property that would cause conflict with the proposed use, aside from the mentioned railway corridor. The railway has been in operation alongside the existing residential unit with no adverse effects or impacts to its existing residents. The existing building and 3 additional units are located 30 metres from the railway, leaving enough buffer space to limit any conflict between the proposed renovations and existing landscape.

The proposed re-development to add 3 residential units to the existing building located at 2084 Dundas Street complies with the general objectives, goals and policies of the Edwardsburgh/Cardinal Official Plan.

TOWNSHIP OF EDWARDSBURGH CARDINAL ZONING BY-LAW NO. 2022-37

The Township of the Edwardsburgh/ Cardinal Zoning By-Law outlines the permitted uses and provisions for specific zones throughout the Township. The subject property is zoned as Main Street Commercial (MC), where an exception is sought to permit the continued use of a ground floor residential with the addition of 3 more units.

Section 3.11 speaks to non-conforming and non-complying uses, where the building currently contains a large ground floor residential unit. The existing residential unit would enjoy legal non-conforming status, as ground floor residential units are not permitted in the Zoning By-law. The applicant is proposing to split the single unit into a total of 4 units utilizing the first and second floor of the rear portion of the building. In order to change the non-conforming use, the applicant is seeking a zoning amendment to re-zone to a site specific MC-x zone to permit the use of ground floor residential units within the mixed use building. The height, size and volume of the building will not be affected as the reconstruction of the units will take place inside, conforming to the provisions set forth for non-complying and non-conforming uses.

Section 3.14 speaks to parking, outlining the number of spaces required per use. As the proposed building will contain a total of 10 residential units, the required parking is 1 space per dwelling unit, for a total of 10 required parking spaces for the residential portion. The site itself is large enough to provide over 17 parking spaces, 10 for the residential, leaving 7 spaces for visitor use and additional offsite parking for 2073 Dundas Street. If more spaces are needed, the proposed spaces shown on the site sketch can easily be reconfigured to allocate the required number of spaces needed, while still maintaining landscaping and open space for the residents.

Section 3.14.10 speaks to parking exceptions where uses located within the MC zone shall provide one parking space per dwelling.

Section 7.1 speaks to the Main Street Commercial (MC) zone listing the permitted uses as:

- *apartment dwelling unit(s) in upper storey of a non-residential building*
- *antique shop*
- *bank*
- *catering establishment*
- *clinic*
- *commercial parking lot*
- *community service*
- *custom workshop*
- *day nursery*
- *existing automobile service station*
- *funeral home*
- *hotel*
- *instructional facility*
- *laundromat or dry cleaners*
- *microbrewery*
- *motel*
- *open market*
- *personal service*
- *place of assembly*
- *place of worship*
- *professional or business office*
- *recreational establishment*
- *retail store*
- *restaurant*
- *service outlet*
- *specialty food store*
- *veterinary clinic*

An exception to Section 7.1 is sought to permit the single existing non-conforming residential unit facing to Bridge Street and to renovate the interior to add 3 more units along the ground and second floor of the building, retaining the front portion 6 residential units.

Section 7.1.2 outlines the zone provisions for the Main Street Commercial zone. As the building is existing and the proposed use shall not affect or modify the exterior of the building, all existing building setbacks will continue as is.

The application is proposing to establish a Main Street Commercial (MC) exception zone, to permit a total of three residential units on the ground floor at the rear of the existing residential building, where the Zoning By-law does not currently permit ground floor residential uses in this Zone.

SUMMARY

The applicant is proposing to convert the rear portion of the existing building to offer three ground floor and one second floor residential units while maintaining the existing 6 residential units in the front portion of the building. The proposal will contribute to a compatible and cohesive neighbourhood with the surrounding properties which already contain mixed density residential and commercial uses along Dundas Street and Bridge Street. Permitting the proposed residential units at 2084 Dundas Street creates an opportunity for diverse intensification within a settlement area, while creating rental units within a dense area of Cardinal.

The requested use of the subject property is consistent with the policies found in the Provincial Policy Statement (PPS) 2020, and meets the intent of the policies in the United Counties of Leeds and Grenville Official Plan and the Edwardsburgh/Cardinal Official Plan. The Zoning By-Law Amendment is requesting a site-specific designation for the subject property, to permit the proposed addition of residential units on the ground floor of the building, ultimately benefiting the Counties and Township.

An exception to Section 7.1 of the Edwardsburgh/Cardinal Zoning By-Law is requested to permit up to three ground floor residential units within the Main Street Commercial building.

Should you require any additional information in order to process this application, please don't hesitate to contact the undersigned.

All respectfully submitted by:



Tracy Zander, M.Pl, MCIP, RPP

**2733521 Ontario Inc.
Site Plan Sketch**

2084 Dundas Street
Pt. Lot 6, Concession 1
Pt. Lot 312 & 313 Plan 25
Edwardsburgh/Cardinal
UNITED COUNTIES OF LEEDS
AND GRENVILLE

Key Map



Legend

- Subject Lands
- Walkways
- Sidewalk

Zoning Table Main Street Commercial (MC)

Provision	Required	Existing
Min. Lot Area	465m ²	2,149.7m ²
Min. Lot Frontage	15m	18.6m (Dundas) 75.9m (Bridge)
Min. Front Yard	1m	2.9m
Min. Ext. Side Yard	1m	2m
Min. Side Yard	Nil	5.1m
Min. Rear Yard	6m	22.7m
Max Building Height	7.5m	<=15m
# of Loading Spaces	1/4/1/1 MC Zone	0
# of Parking Spaces	Residential: 1/unit = 10 Commercial: 1/20m ²	>10

Notes

1. Boundary and dimensions for the subject property derived from Plan of Surveys.

Version Date: July 27, 2023

File No. 23-145

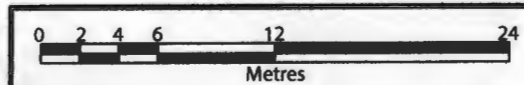
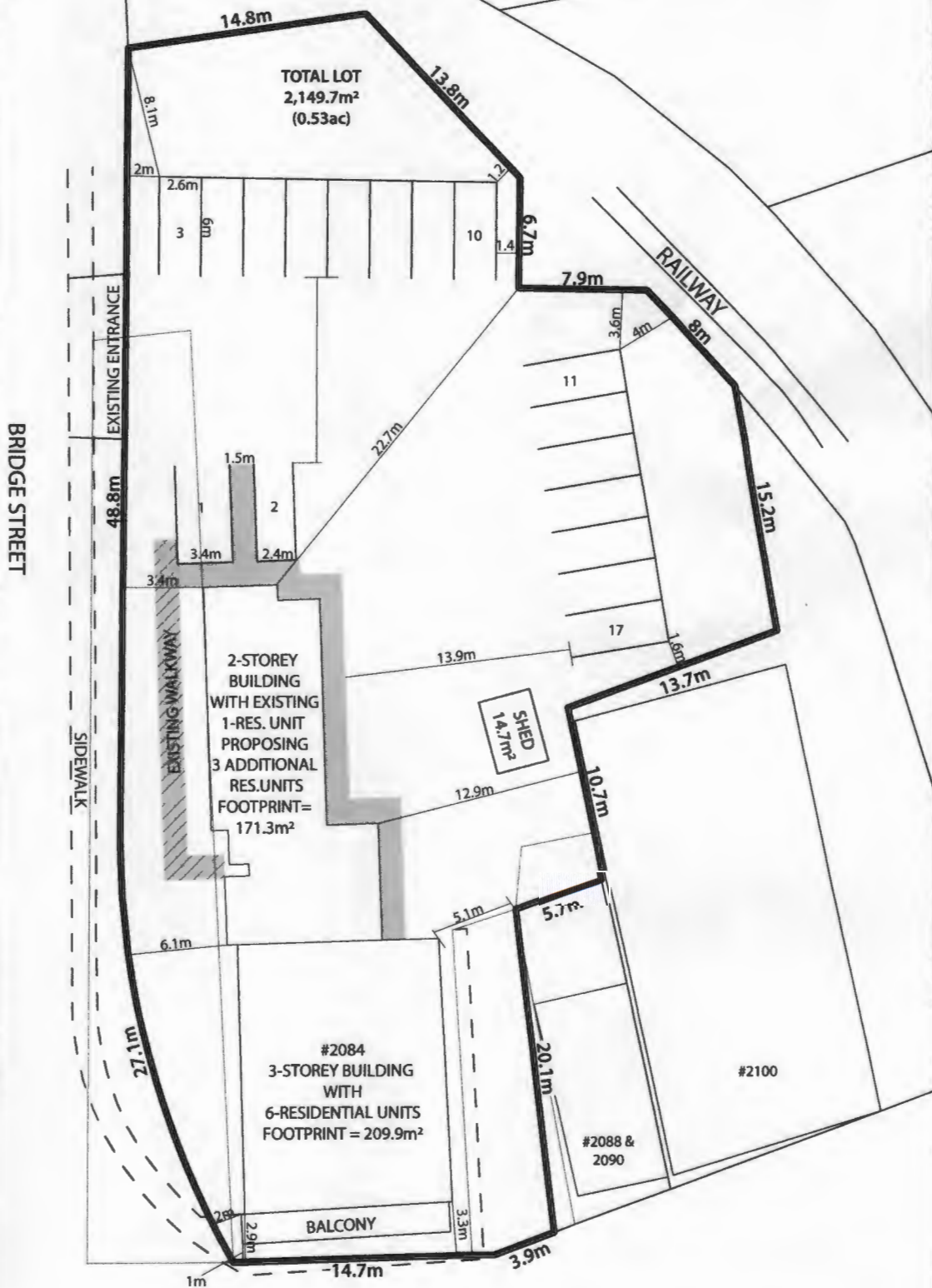
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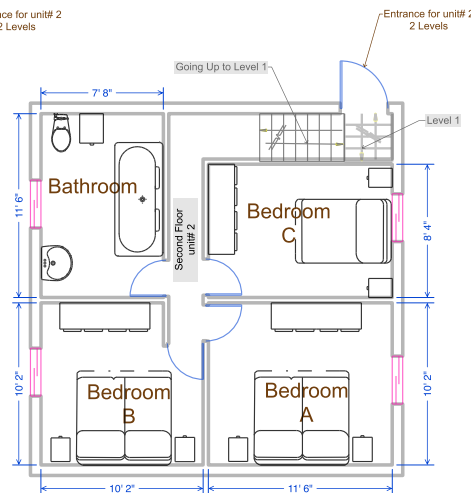
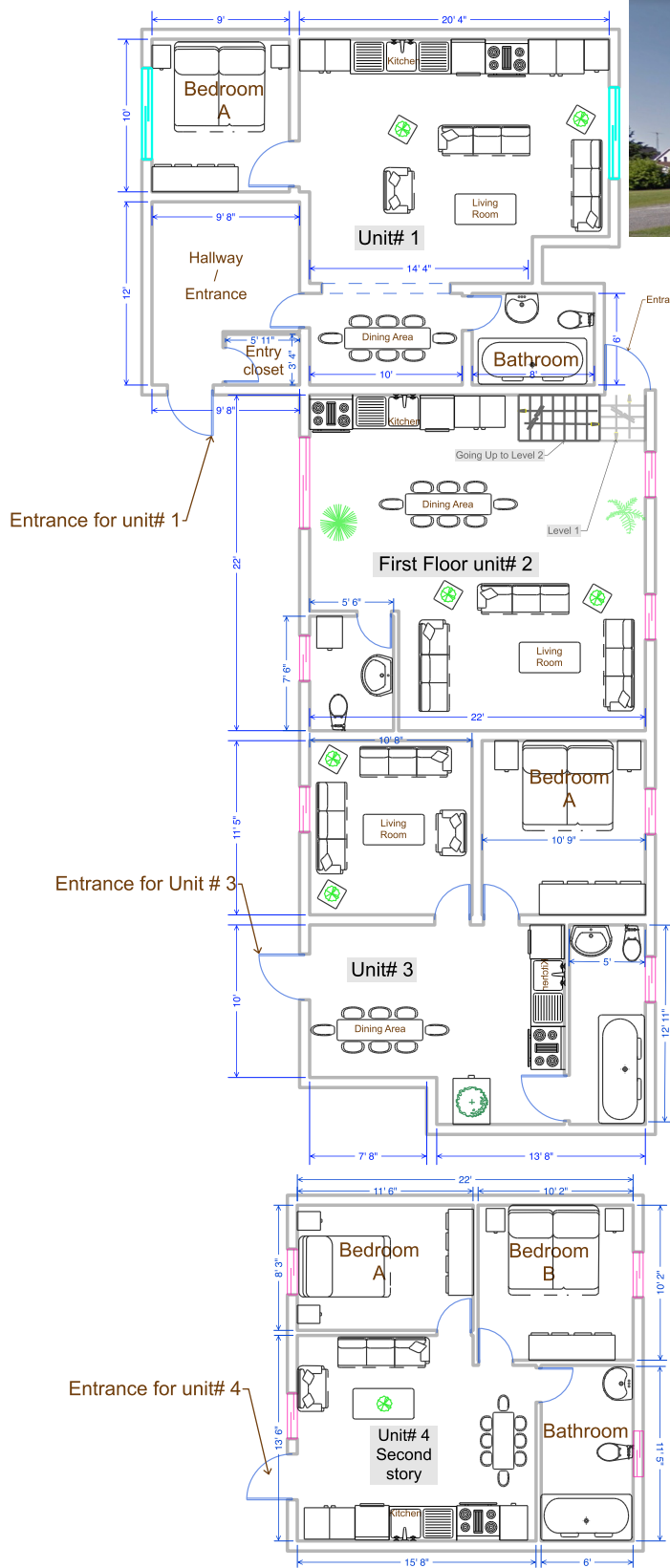
zanderplan

Your rural land planning experts

40 Sunset Boulevard, Perth, ON K7H 2Y4 613-264-9600

MAIN STREET COMMERCIAL (MC)






There is 4 units in this Drawing:

Unit# 1: 1 Bedrooms (New opening Window for bedroom A & Kitchen), Living room, Kitchen and a Bathroom.

Unit# 2: (2 Levels) on the first Level kitchen, Living room and 1/2 bathroom, On the second Level 3 Bedrooms & Bathroom.

Unit# 3: 1 Bedrooms, kitchen, living Room and a Bathroom.

Unit# 4: 2 Bedrooms, kitchen, living Room and a Bathroom (this unit on the second story of the Building)

 CB PROPERTY GROUP www.cbpropertygroup.ca		
DATE: Thursday, June 15, 2023	LOCATION: 2084 Dundas st, Cardinal, ON K0E 1E0	PROJECT: Adding new units
Designed by: HASSAN RAAD	SCALE 1 : 1	SHEET SIZE 11 x 17
Unit# 1	Unit# 2	DRAWING No. <h1>A-3</h1> June15, 2023
Unit# 3	Unit# 4	



**TOWNSHIP OF EDWARDSBURGH CARDINAL
ACTION ITEM**

Committee: Committee of the Whole – Community Development

Date: November 6, 2023

Department: Community Development

Topic: Application to Amend Zoning Bylaw, 2073 Dundas St (Zanderplan Inc on behalf of 2733521 Ontario Inc.)

Purpose: To review an application and draft bylaw for a Zoning Bylaw Amendment at 2073 Dundas Street, to allow the conversion of a portion of the commercial space on the ground floor to one residential dwelling unit within the existing building.

Background: Committee reviewed the application on August 8th and directed Staff to proceed with scheduling the Public Meeting once a complete application was received. Through follow up correspondence with the applicant, staff reviewed an updated site plan, parking agreement and conceptual floorplan to ensure the space could accommodate each proposed use on the main floor. A Public Meeting was held on October 23rd.

Please review the attached documents and reports for background information:

- Final Planning Report, prepared by Novatech
- Draft Bylaw, prepared by Novatech
- Planning Rationale, prepared by Zanderplan Inc.
- Site Plan, prepared by Zanderplan Inc.
- Conceptual floorplan, prepared by Owner

Policy Implications: The attached final planning report by Novatech considers Provincial Policy Statement and Official Plan Policies related to this application.

Financial Considerations: The applicant has remitted the appropriate deposit fee for the application, in accordance with the Planning Fees Bylaw 2022-40.

Recommendation: That Committee recommend that Council adopt an amendment to Zoning Bylaw 2022-37 for the property at 2073 Dundas Street, as attached.

A handwritten signature in black ink, appearing to read 'Neeloy Kumar', written over a horizontal line.

Community Development Coordinator

MEMORANDUM

DATE: NOVEMBER 1, 2023

TO: TOWNSHIP OF EDWARDSBURGH CARDINAL – COMMITTEE OF THE WHOLE - COMMUNITY DEVELOPMENT

FROM: NOVATECH

RE: 2073 DUNDAS STREET, CARDINAL ON – ZONING BY-LAW AMENDMENT

Background & Applicant's Proposal

A Zoning By-law amendment application has been received for a property located in Lot 256 of Plan 25, known locally as 2073 Dundas Street in the Village of Cardinal. The application proposes to rezone the lands to permit one residential unit on the ground floor of an existing mixed use commercial building.

The subject property is located within the community core area of the Village of Cardinal. The property is a corner lot that has an area of approximately 232 m² with approximately 8 m of frontage Dundas Street and 29 m of frontage on Henry Street. The property is presently developed with a mixed use two storey building facing Dundas Street. The building includes unoccupied ground floor commercial space and one residential dwelling unit within the upper storey of the building. Surrounding uses include residential and commercial uses within the core of the Village of Cardinal. The Galop Canal is approximately 200 m north, and the St. Lawrence River is approximately 200 m south of the property.

The subject property is designated Urban Settlement Area in the United Counties of Leeds and Grenville's Official Plan. Within the Township's Official Plan the property is designated as Settlement Policy Area. The property is zoned Main Street Commercial (MC) in the Township's Zoning By-law 2022-37.

This zoning by-law amendment application proposes to rezone the property from Main Street Commercial (MC) to Main Street Commercial – Special Exception (MC-x) to permit a residential unit on the ground floor of the existing mixed use commercial building. The owner is proposing to create one residential unit on the ground floor while maintaining approximately 54 m² of ground floor commercial space. Parking for the additional unit will be provided at a nearby property approximately 50 m from the subject site located at 2084 Dundas Street. A parking agreement has been provided to demonstrate this parking arrangement between the two owners. There are no additions proposed to the existing building as a result of the proposed conversion of the ground floor.

Planning Discussion

The proposed zoning by-law amendment application has been reviewed against the following planning policy documents:

2020 Provincial Policy Statement (PPS)

The PPS has specific policies regarding settlement areas stating that they should be the focus of growth and development (Section 1.1.3.1). The PPS encourages development to efficiently use existing infrastructure, encourages opportunities for intensification and providing a range of housing options (Section 1.1.3.2 & 1.1.3.3). The PPS also states that planning authorities shall provide for an appropriate range of housing options and densities to meet projected market-based and affordable housing needs of current and future residents by permitting and facilitating all housing options and all types of residential intensification (Section 1.4.3b)). The PPS also states that the long-term economic prosperity should be supported by encouraging residential uses to respond to dynamic market-based needs and maintaining and, where possible, enhancing the vitality and viability of downtowns and mainstreets (Section 1.7.). The proposed zoning by-law amendment meets the intent of the PPS as the application proposes residential intensification within an existing building while maintaining commercial space of the Village's community core.

United Counties of Leeds & Grenville Official Plan

The subject property is designated as Urban Settlement Area on Schedule A of the United Counties Official Plan. Similar to the PPS, the Counties' Plan encourages growth and development to be directed towards settlement areas including intensification and redevelopment within historic downtowns (Section 1.1.5.10 & 2.3.1). Within settlement areas, historic downtowns and main streets areas should be maintained and/or enhanced through development that is compatible with the existing character of these areas and mixed-use development is encouraged (Section 2.3.2 f)). The proposed zoning by-law amendment is found to meet the intent of the Counties Official Plan as it will allow for the creation of one additional dwelling unit within the community core area of the Village of Cardinal.

Township of Edwardsburgh Cardinal Official Plan

The subject property is designated as Settlement Policy Area on Schedule A of the Township of Edwardsburgh Cardinal's Official Plan. This designation allows for a mix of uses and encourages higher density residential uses. The subject property is identified as being location within a community core area of the Village of Cardinal. Official Plan policies support the preservation and adaptive re-use of historic building while encouraging appropriate intensification (Section 3.1.4.1). A mix of commercial and medium and high-density residential uses are also permitted within the community core area (Section 3.1.4.2). The proposed zoning by-law amendment is found to meet the intent of the Township's Official Plan as it will permit an additional residential units within an existing building while maintaining commercial space along one of the Village's main streets.

Township of Edwardsburgh Cardinal Zoning By-law 2022-37

The subject property is zoned Main Street Commercial (MC) on Schedule B of the Township's Zoning By-law. The MC zone permits apartment units in the upper storey of a non-residential building. A zoning by-law amendment is required to permit the proposed residential unit on the main floor of the building. The applicant is proposing one residential unit on the main floor of the existing building while maintaining approximately 54 m² of commercial space fronting onto Dundas Street.

The Zoning By-law requires a minimum of one parking space per dwelling unit (Section 3.14.10.1) and requires a minimum of 3 parking spaces for the proposed 54 m² of commercial space. It is understood that one parking space can be accommodated on site and a parking agreement for the

other required 4 spaces has been provided to demonstrate the remaining parking spaces can be accommodated at 2083 Dundas Street. This parking arrangement is permitted by the Township's Zoning By-law (Section 3.14.10.2).

A draft by-law has been prepared to rezone the entire subject property to Main Street Commercial – Special Exception 2 (MC-2) to permit one apartment dwelling on the first floor subject to providing a minimum commercial floor area of 50 m² on the first floor. This provision is proposed to ensure the building maintains a portion the existing commercial space facing Dundas Street. Preserving commercial spaces of existing buildings is important to maintaining the vitality, character and a mix of uses within Cardinal's core area.

Public & Agency Comments

No oral or written comments were received from the public or circulated agencies at the time of writing this report.

Recommendation

It is our opinion that the proposed Zoning By-law amendment is consistent with the 2020 Provincial Policy Statement and conforms to both the United Counties of Leeds and Grenville and the Township of Edwardsburgh Cardinal's Official Plans. The Township's Official Plan encourages intensification within settlement areas and allows a mix of uses including commercial and residential development within the community core area of Cardinal. A Zoning By-law amendment has been drafted to create a Special Exception to the Main Street Commercial zone (MC-2) to permit one apartment dwelling on the ground floor while maintaining a minimum commercial floor area.

Sincerely,

NOVATECH

Prepared By:



Jordan Jackson, MCIP, RPP
Project Planner

CORPORATION OF THE TOWNSHIP OF EDWARDSBURGH CARDINAL

BY-LAW NO. _____

BEING A BY-LAW TO AMEND ZONING BY-LAW NO. 2022-37

ZanderPlan Inc. on behalf of 2733521 Ontario Inc.

Lot 254 of Plan 25

2073 Dundas Street, Cardinal

WHEREAS By-law No. 2022-37, as amended, regulates the use of land and the use and erection of buildings and structures within the Township of Edwardsburgh Cardinal;

AND WHEREAS the Council of the Corporation of the Township of Edwardsburgh Cardinal deems it advisable to amend By-law No. 2022-37, as amended, as hereinafter set forth;

NOW THEREFORE the Council of the Corporation of the Township of Edwardsburgh Cardinal enacts as follows:

1. The lands affected by this By-law are shown as shaded and outlined by heavy black lines on Schedule "A" which is attached hereto and forms part of this By-law.
2. Zoning By-law No. 2022-37, as amended, is hereby further amended by adding the following new subsection at the end of Section 7.1.4 (Special Exception Zones):

2. MC-2 (2073 Dundas Street, Lot 254, Plan 25, Village of Cardinal)

Notwithstanding the provisions of Section 7.1.1 to the contrary, on lands zoned MC-2, one apartment dwelling unit is permitted on the first floor, subject to the following provision:

- **First Floor Commercial Floor Area fronting Dundas Street (minimum) 50 m²**

3. Schedule "A" to Zoning By-law No. 2022-37, as amended, is hereby further amended by changing the zoning of the lands affected by this By-law from "MC" and "MC-2".
4. The By-law shall become effective on the date of passing hereof, subject to the provisions of Section 34 (21) of the *Planning Act*, R.S.O. 1990, as amended.

Read a first and second time this ___ day of _____, 2023.

Read a third time and adopted this ___ day of _____, 2023.

CORPORATE SEAL OF TOWNSHIP

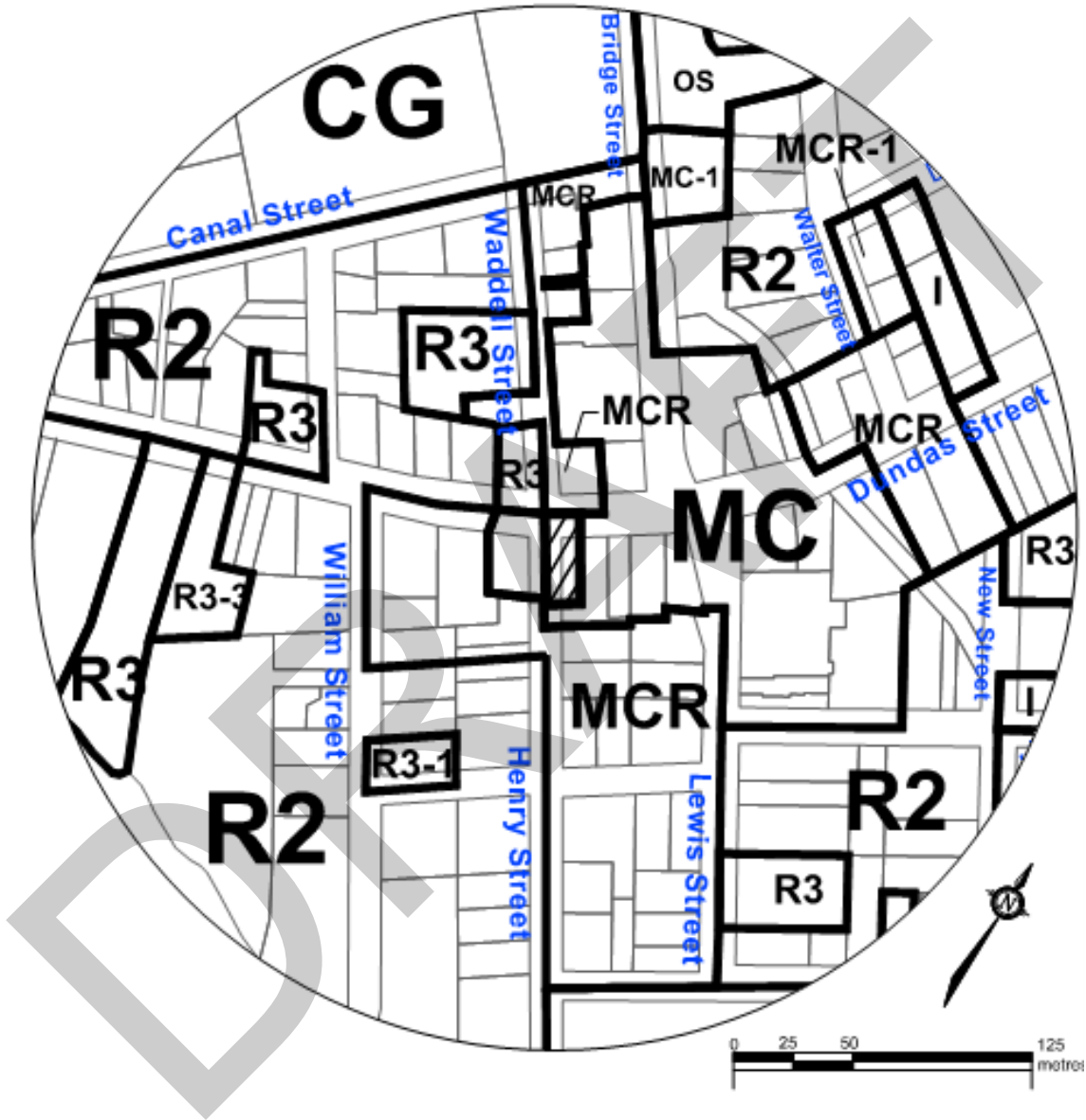
Head of Council

Clerk

Schedule "A" to By-law No. _____

TOWNSHIP OF EDWARDSBURGH CARDINAL

ZanderPlan Inc. on behalf of 2733521 Ontario Inc.
Lot 254 of Plan 25
2073 Dundas Street, Cardinal



AREA(S) SUBJECT TO THIS BY-LAW



TO: MAIN STREET COMMERCIAL – SPECIAL EXCEPTION ZONE (MC-2) ZONE

FROM: MAIN STREET COMMERCIAL (MC) ZONE

July 18, 2023

Township of Edwardsburgh Cardinal
18 Centre Street
Spencerville, ON.
K0E 1X0

**RE: Application for Zoning By-Law Amendment
2073 Dundas Street
Edwardsburgh/Cardinal
Applicant: 2733521 Ontario Inc.**

ZanderPlan has been retained by the applicant to assist with a Zoning By-Law Amendment for the property located at 2073 Dundas Street in the Settlement Area of Cardinal in the Township of Edwardsburgh/Cardinal. The property is rectangular in shape with an existing 88.2 sq.m building located closest to Dundas Street. The lot currently has room for 1 parking space along Henry Street, and utilizes an additional lot located 56 m down Dundas Street for off-site parking. The property owner is seeking a Zoning By-Law Amendment to transition the interior of the building into a mixed use building offering 1 residential unit and 1 commercial unit on the ground floor and one large residential unit on the second floor. The lot resides within the Urban Settlement Area of the UCLG Official Plan, and within the Settlement Policy Area of the Edwardsburgh/Cardinal Official Plan, which permits the use of residential units on the ground floor. The Edwardsburgh/Cardinal Main Street Commercial zone (MC) does not permit ground floor residential, requiring a Zoning By-Law Amendment for a site specific Main Street Commercial zone (MC-x).

SITE LOCATION

The subject property is located at the corner of Dundas Street and Henry Street in the Urban Settlement Area of Cardinal in the Township of Edwardsburgh/Cardinal. The total property is approximately 232 sq.m in size with the existing building located approximately 1 metre from the front and exterior side yards along Dundas Street and Henry Street. The property maintains 8 metres of frontage onto Dundas and has a depth of 29m also fronting to Henry Street (Figure 1). A single parking space is accessible from Henry Street and resides along the fenced-in rear yard. An additional lot located 56 metres down Dundas Street is also used for off-property parking in addition to on street parking along both Henry and Dundas Streets. The neighbouring lots consist of a mix of smaller commercial buildings as well as mixed density residential. A majority of the homes along Henry Street consist of single detached dwellings, where Dundas Street appears to have a mix of semi-detached and smaller style apartments in addition to mixed use and

commercial buildings. The St. Lawrence River is located approximately 200 metres away down Henry Street, providing different views and open space to the community.



Figure 1. Aerial Image of Subject Site

PROVINCIAL POLICY STATEMENT, 2020

The Provincial Policy Statement (PPS, 2020), created under the authority of Section 3 of the *Planning Act*, identifies matters of Provincial interest which must be considered when planning applications are filed in Ontario. Approval authorities are required to ensure that decisions on planning matters are consistent with these policies.

The existing development of the lot is consistent with **Section 1.0** Building Strong Healthy Communities, as it represents a variety of intensification within an existing building thereby efficiently using land and the existing infrastructure networks. It will contribute to the local area by providing housing and commercial opportunities while promoting efficient development and land use patterns to match the surrounding built environment and support the financial well-

being of the Township (Sec. 1.1.1a) and contribute to the range and mix of available housing options (Sec. 1.1.1b). No additional development is required through this request, ensuring no adverse effects on the environment or public health and safety (Sec. 1.1.1c). The proposal will not affect any of the settlement boundaries or prevent further expansion of these boundaries (Sec. 1.1.1d). The existing building and lot front onto Dundas Street and Henry Street, both Township Road's with connectivity to major corridors in and out of the urban area providing intensification within a transit-supportive area (Sec. 1.1.1e). By permitting the mix of residential units and commercial within this particular area of Cardinal improves the accessibility of the land and surrounding. It will allow persons with disabilities or elderly to fully participate and engage, as it places most necessities within close proximity to ground floor living corridors (Sec. 1.1.1f). The proximity also increases walkability, preparing for impacts of climate change (Sec. 1.1.1i). Ultimately the request to allow residential and commercial units within the existing buildings first and second floor will help build a healthy, liveable and safe community.

Section 1.1.3 speaks to Settlement Areas and the focus on growth and development relying on vitality and regeneration of the communities for long-term economic growth. The current land use and building stock will efficiently use land and resources (Sec. 1.1.3.2a) and will continue to maintain proper infrastructure and servicing to the site (Sec.1.1.3.2b). The site will provide a variety of living accommodations for the community as well as commercial opportunities creating an intensified mixed community, aiding in minimizing the effects of climate change and urban sprawl (Sec. 1.1.3.2d). The site falls within an area that can promote active transportation as amenities are close by and accessible by sidewalks (Sec. 1.1.3.2.e). Additionally, the site falls closely along many County Roads (2 and 22), making it easily accessible for future transit plans (Sec. 1.1.3.2f).

Section 1.2.6 speaks to Land Use Compatibility, noting that *"Major facilities and sensitive land uses shall be planned and developed to avoid, or if avoidance is not possible, minimize and mitigate any potential adverse effects"*. The existing development and proposed use of the site requiring an amendment to the Zoning By-Law does not meet the definition of a major facility as defined by the Provincial Policy Statement as there are no adverse effects expected from contaminant discharges, noise, odour, or other public health risks from the proposed use of the existing lot and building (Sec. 1.2.6). Further, the subject property is not located in proximity to any major facilities that would result in a conflict with the following request.

Section 1.4 speaks to housing and providing an appropriate range and mix of housing options and densities. The proposed development will offer residential units to meet the social, health, economic and well being requirements of future residents (Sec. 1.4.3b). The subject site will also ensure the appropriate levels of infrastructure and servicing are continued to be available to the site (Sec.1.4.3c). As mentioned, the subject site falls within the Settlement Area, that is

supported by active transportation through the access of sidewalks and close proximity to amenities and open space areas (Sec. 1.4.3d).

Section 1.6.6 of the PPS speaks to sewage, water and stormwater. Municipal sewage and water services is the preferred form of servicing within Settlement Areas. There are existing connections on site, requiring no additional costly expansions to the Township's existing infrastructure, ensuring feasibility is financially viable over the lifecycle.

Section 1.6.7 of the PPS speaks to transportation systems, noting connectivity among transportation systems should be maintained. The development and lot already front onto an existing road, where no foreseen implications shall arise due to the proposed and existing use of the lot. The area shall continue to facilitate the movement of people and goods in a safe and energy efficient manner.

Section 1.7.1 of the PPS speaks to long-term economic prosperity. The proposed use of the lot will optimize the long-term availability and use of land, resources, infrastructure and public service facilities through the intensification and mixed use opportunities proposed within the existing structure. In addition to promoting opportunities for economic development and the encouragement of residential uses. The proposed development will minimize the negative impacts from a changing climate and respond to market-based needs by providing residential and commercial units and utilize existing available servicing and infrastructure.

Section 2.1 of the PPS speaks to Natural Heritage requiring natural features and areas to be protected for the long term (Sec. 2.1.1) and the diversity and connectivity of natural features shall be maintained, restored, or where possible improved (Sec. 2.1.2). There are no natural heritage features identified on or surrounding the existing lot.

Section 2.2 of the PPS speaks to water. No significant water resource areas are identified on or surrounding the lot. The site will continue to be serviced with existing municipal water services.

Section 2.3 speaks to agriculture. The subject property is within a Settlement Area with no identified agricultural lands identified.

Section 2.4 of the PPS speaks to minerals and petroleum. The subject site does not contain any known significant minerals and petroleum resources that need to be preserved.

Section 2.5 speaks to mineral aggregate resources; there are no known mineral aggregate resources on or within close proximity to the subject site.

Section 2.6 of the PPS speaks to cultural heritage and archaeology; there are no known cultural heritage or archaeological resources on or within close proximity to the subject site.

Section 3 of the PPS speaks to protecting public health and safety. The subject site does not contain any natural hazards. At this time there are no other known public health and safety hazards identified on the property or man-made hazards pursuant to the policies of Section 3.2.

Overall, the proposed amendment to allow commercial and residential uses on the ground floor of the existing building is consistent with the policies in the 2020 Provincial Policy Statement.

UNITED COUNTIES OF LEEDS AND GRENVILLE OFFICIAL PLAN, 2016

The United Counties of Leeds and Grenville Official Plan establishes the goals, objectives and policies to manage and direct physical change and the effects on the social, economic and natural environments of the Counties. The subject property resides within the Urban Settlement of Cardinal in the Township of Edwardsburgh/Cardinal found on Schedule A of the Leeds and Grenville Official Plan.

Section 2.3.2 speaks specifically to Urban Settlement Areas and their function as the primary centre for growth, development and urban activities. The policies of the Urban Settlement Area are in place to promote growth and accommodates a broad range of uses. The proposed re-development of the lot intends to provide intensification within the existing building while continuing to utilize the existing municipal servicing and infrastructure in place. The proposed will create both commercial and residential opportunities within one building contributing to mixed-use development along accessible pedestrian oriented streetscapes, which is encouraged. Due to the already developed nature of the lot and a majority of re-development consisting inside the building, the exterior aesthetic of the Dundas streetscape will be preserved, while minimizing any public health and safety concerns.

Section 2.4.1 speaks to intensification, creating efficient and cost-effective development without the need for expansion of the settlement area boundaries. The proposed use of the lot will create opportunities for additional housing while continuing to offer commercial space within the existing building that is appropriate in size for the area. Appropriate locations for intensification are considered, *"small scale intensification through modifications to an existing dwelling to include a second unit"*, which is the intended purpose of the proposed.

Section 2.7 speaks to the supply of land for housing where local municipalities are encouraged to provide an appropriate range of housing types and densities to meet the projected requirements of current and future residents. The proposed re-development within the existing

building will offer both commercial and residential units on the ground floor opening the options for accessible housing for the aging or physically disabled population of Cardinal.

Section 6.0 speaks to transportation, infrastructure and servicing where the subject property is located in an area with established transportation systems and support active transportation through the use of sidewalks. Municipal sewage and water services are already in place and fiscally viable over their life cycle. Due to the already developed and built-up community, effective, efficient and sustainable infrastructure is already in place to support the proposed mixed use building within the Main Street Area of Cardinal.

The proposed re-development inside of the existing building at the corner of Dundas Street and Henry Street complies with and is supported by the United Counties of Leeds and Grenville Official Plan.

TOWNSHIP OF EDWARDSBURGH CARDINAL OFFICIAL PLAN, 2020

The Township of Edwardsburgh Cardinal Official Plan sets forth a framework to guide land use decision for the next 20 years. It puts an emphasis on growth and development while reflecting on community values and protecting the health of residents to ensure an economically and environmentally sustainable community. The subject property resides within the Settlement Policy Area on Schedule A of the Official Plan.

Section 3.1 speaks to the Settlement Policy Area with the overall goal to create sustainable mixed-use communities while maintaining the local character of each Village and Hamlet within the Township. The proposed use of the existing building complies with the objectives of the Settlement Policy Area as the proposed use will enhance the existing residential uses and create a new form of medium density residential while enhancing and protecting the business/commercial aspect of the building. The commercial unit will encourage street related retail aiding in recreation and tourism dependent upon the commercial business. Lastly, the location of the building residing on Dundas Street promotes pedestrian and cycling circulation throughout the Main Street area of Cardinal.

Section 3.1.3 speaks to the specific residential development policies which are in place to provide an adequate supply and range of low to high density housing types. Although the subject property isn't specifically identified as a sole residential development, the addition of the residential unit on the ground floor provides an affordable and accessible residential unit in a neighbourhood that is appropriate and offers safe and accessible transportation routes, ultimately complying with the residential development policies of the Official Plan.

Section 3.1.5 speaks to commercial development policies where the main objective is to permit a mix range of commercial uses providing local employment opportunities that are compatible with the neighbourhood and can be appropriately serve. The continued use and redevelopment of the commercial unit in the existing building will provide the commercial aspect within the Main Street area. As is, the commercial unit is currently under-utilized where the proposed adjustment in commercial size to accommodate ground floor residential will help utilize the building to its full potential.

Section 6.2.1 speaks to additional residential units as an efficient means of increasing the supply of housing. The proposed additional residential unit on the first floor will offer new affordable and accessible housing within the existing mixed use building.

Section 6.8 speaks to development criteria where due to the existing developed state of the lot and no additional need for exterior development, the building and proposed use will continue to comply with the development criteria policies for the Official Plan.

Section 6.16 speaks to land use compatibility to minimize conflicts between incompatible land uses. There are no identified land uses surrounding the subject property that would cause conflict with the proposed use, as the proposed shall not inflict any conflict onto the existing built up area.

The proposed re-development and use of the existing building located at 2073 Dundas Street complies with the general objectives, goals and policies of the Edwardsburgh/ Cardinal Official Plan.

TOWNSHIP OF EDWARDSBURGH CARDINAL ZONING BY-LAW NO. 2022-37

The Township of the Edwardsburgh/ Cardinal Zoning By-Law outlines the permitted uses and provisions for specific zones throughout the Township. The subject property is zoned as Main Street Commercial (MC), where an exception is sought to permit the use of a ground floor residential units while providing off-site parking within 100m of the subject property.

Section 3.6 speaks to loading requirements as the building will contain a single commercial unit. Due to the small size of the commercial unit and the lot as a whole, a loading space shall not be required.

Section 3.14 speaks to parking, outlining the number of spaces required per use. As the proposed building will contain 2 residential units, the required parking is 1 space per dwelling unit, for a total of 2 required parking spaces for the residential portion. The proposed commercial unit's

use is unknown at this time, where required parking for a commercial use not defined is 1 space per 20m². The proposed commercial unit will encompass approximately 48.15m² of the building, requiring 2.4 (3) spaces. The total required spaces for the proposed uses are 5 parking spaces. The lot currently only has space for 1 parking spot, however additional parking is available on a separate lot (2084 Dundas Street), or on the on-street parking along Dundas Street.

Section 3.14.10 speaks to parking exceptions where uses located within the MC zone shall provide one parking space per dwelling, and required parking for non-residential uses shall be reduced by 50%. This reduces the required commercial parking from 2.4 to 1.2, requiring a total of 4 parking spots. Additionally, Section 3.14.10.2 speaks to parking spaces which can be provided on a separate lot within 100m. The lot currently directs additional parking to 2084 Dundas Street which is located approximately 56.5m from the subject property. At this time there is no official agreement in place, but this can be put in place as part of the application process.

Section 4.1 speaks to additional dwelling units as the owner is proposing to convert part of the ground floor space to accommodate a second dwelling unit. Although the building is considered commercial and currently a mixed use building, residential units are a permitted use above the ground floor. The proposed additional unit will share access and outdoor amenity space and will not enlarge or extend the principal dwelling. Complying with the zone provisions of the Zoning By-Law.

Section 7.1 speaks to the Main Street Commercial (MC) zone listing the permitted uses as:

- *apartment dwelling unit(s) in upper storey of a non-residential building*
- *antique shop*
- *bank*
- *catering establishment*
- *clinic*
- *commercial parking lot*
- *community service*
- *custom workshop*
- *day nursery*
- *existing automobile service station*
- *funeral home*
- *hotel*
- *instructional facility*
- *laundromat or dry cleaners*
- *microbrewery*
- *motel*
- *open market*
- *personal service*
- *place of assembly*
- *place of worship*
- *professional or business office*
- *recreational establishment*
- *retail store*
- *restaurant*
- *service outlet*
- *specialty food store*
- *veterinary clinic*

An exception to Section 7.1 is sought to permit the use of an apartment dwelling unit within the ground floor of the building in addition to the permitted upper storey residential unit.

Section 7.1.2 outlines the zone provisions for the Main Street Commercial zone. As the building is existing and the proposed use shall not affect or modify the exterior of the building all existing building setbacks will continue as is.

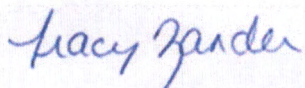
SUMMARY

The applicant is proposing to convert the existing building to offer both ground floor residential and commercial space in addition to a second-floor residential unit within the Village of Cardinal. The proposal will contribute to a compatible and cohesive neighbourhood with the surrounding properties which contain mixed density residential and commercial uses along Dundas Street and Henry Street. Permitting the proposed use of 2073 Dundas Street creates an opportunity for diverse intensification within a settlement area, while creating an accessible unit within a dense area of Cardinal. The requested uses of the subject property is consistent with the policies found in the Provincial Policy Statement (PPS) 2020, and meets the intent of the policies in the United Counties of Leeds and Grenville Official Plan and the Edwardsburgh/Cardinal Official Plan. The Zoning By-Law Amendment is requesting a site specific designation for the subject property, to permit the proposed commercial and residential unit on the ground floor of the building, ultimately benefiting the Counties and Township:

- An exception to Section 7.1 of the Edwardsburgh/Cardinal Zoning By-Law is required to permit the use of a single ground floor residential unit within the Main Street Commercial building.

Should you require any additional information in order to process this application, please don't hesitate to contact the undersigned.

All respectfully submitted by:



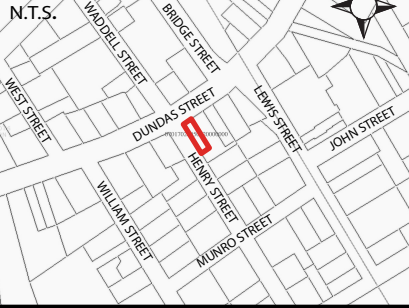
Tracy Zander, M.PI, MCIP, RPP

2733521 Ontario Inc.





Site Plan Sketch

2073 Dundas Street
Pt. Lot 6, Concession 1
Lot 254 Plan 25
Edwardsburg/Cardinal
UNITED COUNTIES OF LEEDS
AND GRENVILLE

Key Map



Legend

-  Subject Lands
-  Approximate Location of Existing Building
-  Fencing
-  Zoning Setbacks

Zoning Table Main Street Commercial (MC)

Provision	Required	Existing
Min. Lot Area	465m ²	185.5m ²
Min. Lot Frontage	15m	6.7m (Dundas) 27.7m (Henry)
Min. Front Yard	1m	0m
Min. Ext. Side Yard	1m	0m
Min. Side Yard	Nil	0m
Min. Rear Yard	6m	11.9m
Max Building Height	15m	<=15m
# of Loading Spaces	N/A in MC Zone	0
# of Parking Spaces	Total Required: 5	0

Notes

1. Boundary and dimensions for the subject property derived from GIS mapping and is approximate.

Version Date: September 14, 2023

File No. 23-101

Drawn By: TG

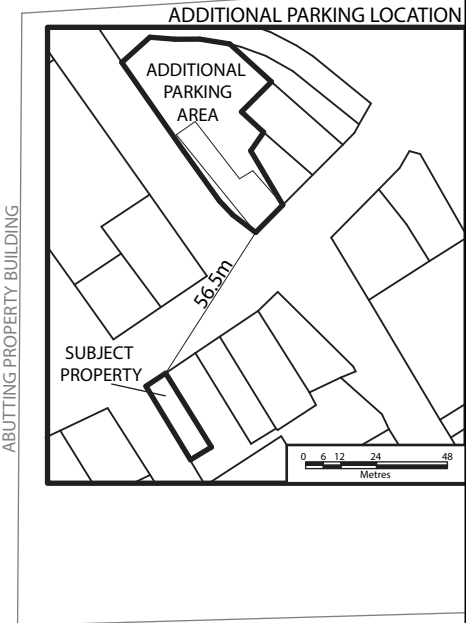
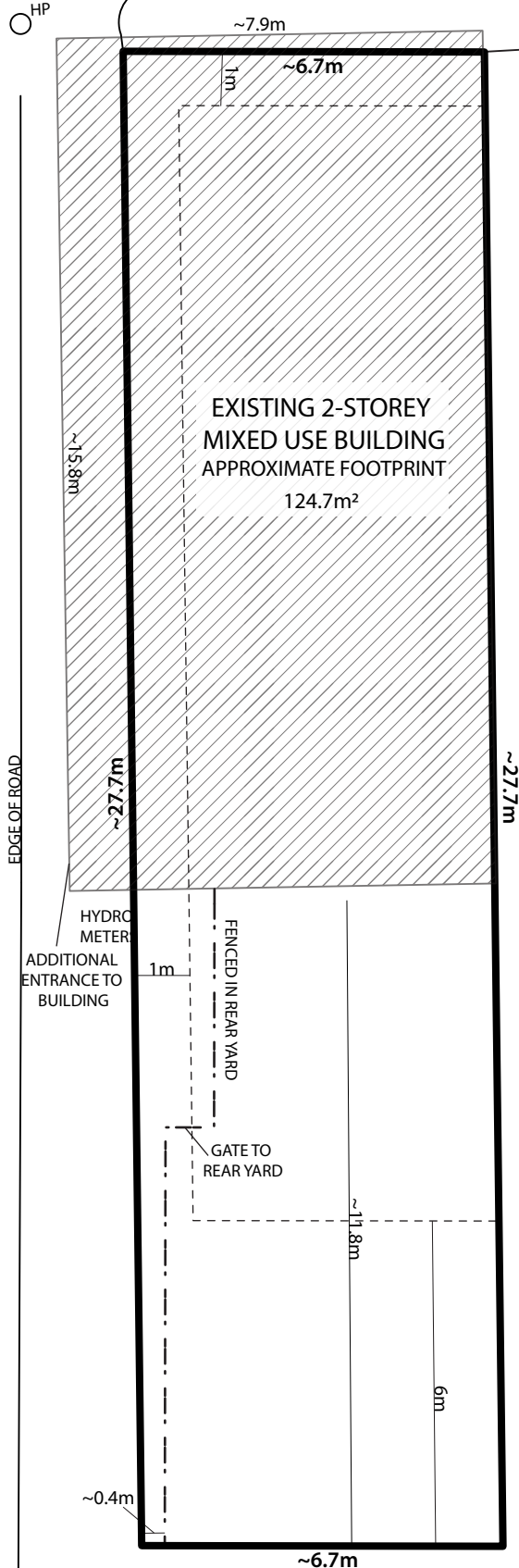
ZanderPlan

Your rural land planning experts

40 Sunset Boulevard, Perth, ON K7H 2Y4 613-264-9600

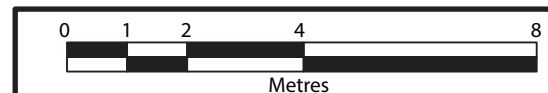
DUNDAS STREET

ON-STREET PARKING
SIDEWALK



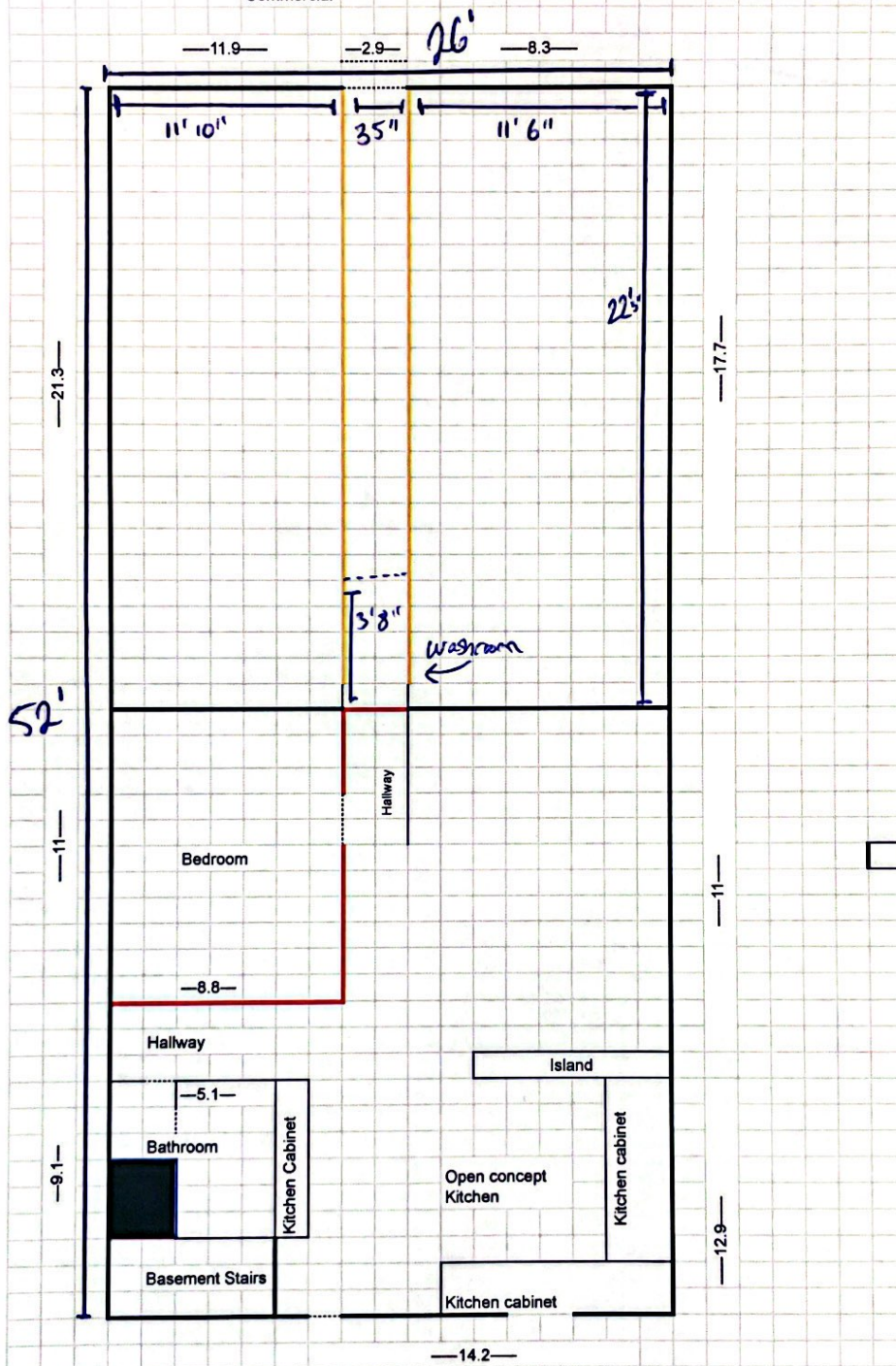
MAIN STREET
COMMERCIAL (MC)

LOT 6
CONCESSION 1



2073 Dundas, Cardinal Main level

Commercial



Residential

Black space is stairs leading to the upstairs, no access from lower unit

Ride lines = New Walls

Commercial space- we would like to remove interior dividing walls. They are not structural . Outlined in Yellow

TOWNSHIP OF EDWARDSBURGH CARDINAL
DISCUSSION ITEM

Committee: Committee of the Whole – Community Development

Date: November 6, 2023

Department: Community Development

Topic: Baseload Battery Energy Storage Project Request for Municipal Support

Background: Ventnor Energy Storage LP (Baseload Power) is proposing battery energy storage project on Ventnor Road, in response to a request for proposals by the IESO. As part of their submission to the IESO, Baseload requests a resolution of municipal support from Council.

Baseload shared their proposal with the Committee of the Whole – Admin and Operations through a delegation on October 10th and held a Public Community Meeting on November 1st in the South Edwardsburgh Community Centre. The proponent makes a delegation at this November CoW-CD meeting to share feedback received from public to date.

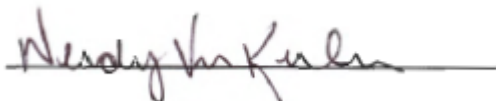
Municipal Council support is required for the approval of projects proposed on sites that are located within their boundaries. The proponent can submit an RFP without a resolution; however, it may affect the proposal scoring when reviewed by the IESO, and the proponent may be required to submit a resolution of support at a future date.

Council's support, at this stage, would not indicate their approval of any other Planning process with the municipality.

Should Committee choose to recommend that Council support the development, construction, and operation of the Ventnor Energy Storage Project, a draft resolution is attached, which includes the wording required by the IESO.

See also:

- Prescribed Form – Evidence of Municipal Support (from the IESO)
- Letter from the Minister of Energy to the IESO, December 2022



Community Development Coordinator

**DRAFT RESOLUTION OF MUNICIPAL SUPPORT
VENTNOR ENERGY STORAGE PROJECT**

WHEREAS The Proponent is proposing to construct and operate a Long-Term Reliability Project, as defined and with the characteristics outlined in the table below, under the Long-Term Request for Proposals (“LT1 RFP”) issued by the Independent Electricity System Operator (“IESO”).

Unique Project ID of the Long-Term Reliability Project:	[to be provided by proponent]
Name of the Long-Term Reliability Project:	Ventnor Energy Storage Project
Legal Name of Proponent:	Ventnor Energy Storage LP
Technology of the Long-Term Reliability Project:	Lithium-Ion Battery Energy Storage
Maximum Contract Capacity of the Long-Term Reliability Project (in MW):	up to 300MW
Property Identification Number (PIN):	68139 0371

AND WHEREAS Pursuant to the LT1 RFP, Proposals that receive the formal support of the local jurisdictional authorities of all the project communities in which the Long-Term Reliability Project is located in the form of a support resolution will be awarded Rated Criteria points for the purpose of ranking the Proposal in relation to other Proposals for a contract under the LT1 RFP;

NOW THEREFORE BE IT RESOLVED THAT: The council of the Corporation of the Township of Edwardsburgh Cardinal supports the development, construction and operation of the Long-Term Reliability Project on the Municipal Lands.

AND THAT This resolution's sole purpose is to enable the Proponent to receive Rated Criteria Points under LT1 RFP or to satisfy its obligations under any awarded LT1 Contract and may not be used for the purpose of any other form of approval in relation to the Proposal or Long-Term Reliability Project or for any other purpose. Rated Criteria points will be used to rank the Proponent’s Proposal in relation to other Proposals received by the IESO under the LT1 RFP.

Ministry of Energy

Office of the Minister

77 Grenville Street, 10th Floor
Toronto ON M7A 2C1
Tel.: 416-327-6758

Ministère de l'Énergie

Bureau du ministre

77, rue Grenville, 10^e étage
Toronto ON M7A 2C1
Tél. : 416-327-6758



MC-994-2022-1003

December 23, 2022

Ms Lesley Gallinger
President and Chief Executive Officer
Independent Electricity System Operator
1600—120 Adelaide Street West
Toronto ON M5H 1P1

Dear Ms Gallinger:

I would like to thank you and your team at the Independent Electricity System Operator (IESO) for your work on designing and engaging with stakeholders on various resource procurement mechanisms under the IESO's Resource Adequacy Framework.

Following my directive to the IESO on October 6, 2022, I am looking forward to the IESO's progress on undertaking the Expedited Long-Term Request for Proposals (Expedited RFP) and on finalizing the design of the First Long-Term Request for Proposals (LT1 RFP).

Our government recognizes that support from local communities is vital to new-build energy projects and expects proponents to engage local communities to seek their support for the proposed projects.

Our government's Green Energy Repeal Act in 2018 gave powers back to municipalities regarding how land use for renewable energy is regulated and approved in Ontario, including restoring municipal siting authority under the Planning Act over new proposed projects.

In recent months, as project proponents look for sites to develop approximately 4,000 megawatts of generation and energy storage, I have heard from multiple municipal councils and other stakeholders that they would like the IESO to be explicit that municipal council support is required for the approval of projects proposed on sites that are located within their boundaries.

For years, our government has been fully supportive of this stance, and I ask that the IESO also be clear as it moves forward on the Expedited RFP Process, LT1 RFP and other upcoming competitive procurements.

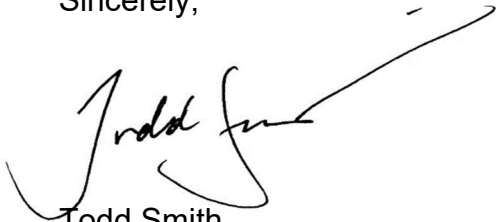
.../cont'd

Recognizing that the final Expedited RFP and Contract were released on December 6, 2022, and that it is the IESO which is responsible for implementing the Directive, it is my expectation that the IESO will be clear about the requirement for a resolution from municipal council supporting a proponent or counterparty with a proposed project located in that municipality, separate and apart from that municipality's permitting and regulatory requirements.

I believe that the submission of a council resolution by a proponent or counterparty to the IESO demonstrating support for the project would be the only basis from which to conclude that an elected council's support on behalf of the municipality has been obtained.

Thank you again and please accept my best wishes for the holiday season ahead.

Sincerely,

A handwritten signature in black ink, appearing to read "Todd Smith", with a long, sweeping horizontal stroke extending to the right.

Todd Smith
Minister

c: Hon. Steve Clark, Minister of Municipal Affairs and Housing
David Donovan, Chief of Staff to the Minister of Energy

This page sets out the instructions for completing the Prescribed Form – Evidence of Municipal Support.

All capitalized terms used in these instructions and the Prescribed Form – Evidence of Municipal Support, unless otherwise stated, have the meanings ascribed to them in the LT1 RFP.

INSTRUCTIONS APPLICABLE TO ALL PRESCRIBED FORMS:

- a. The first page of a Prescribed Form should be marked with the name of the Long-Term Reliability Project that is the subject of the Proposal. The Proponent should use the name given to the Long-Term Reliability Project in the Prescribed Form – Proponent Information, Declarations and Workbook.
- b. This instruction page is not required to be submitted as part of the completed Prescribed Form.
- c. The Prescribed Form is required to be submitted electronically via email to the IESO at LT.RFP@ieso.ca.
- d. Information provided in each Prescribed Form should be consistent with the information provided in the Proposal.
- e. Where the Prescribed Form has multiple pages, the pages of the Prescribed Form should be kept together in the Proposal in sequential order.
- f. Where a blank field for a section/page reference is provided in a Prescribed Form, enter the section/page reference of the Proposal where the substantiating evidence for that particular item can be found.
- g. Apart from the completion of any blanks, drop down lists, check boxes or similar uncompleted information in a Prescribed Form, no amendments may be made to the wording of a Prescribed Form.
- h. Each Prescribed Form must be completed in its entirety. Fields marked <if applicable> must be completed if applicable to the Proposal. If not applicable, they should be marked " Not Applicable".
- i. If a signature is required for a Prescribed Form, the Prescribed Form must be signed by a person with authority to bind the Proponent. The Prescribed Form may be printed, signed and scanned, or may be signed digitally through Adobe (Digital ID, or Fill and Sign), Apple Preview or DocuSign.
- j. With the exception of this instruction page, instructions within a Prescribed Form will be enclosed in brackets.

INSTRUCTIONS SPECIFIC TO THIS PRESCRIBED FORM:

- k. To be awarded Rated Criteria points pursuant to Section 4.3(c) of the LT1 RFP, a Proponent is to complete and submit in the Proposal a) the main body of this Prescribed Form and b) the applicable evidence of Municipal Support Confirmation, as indicated in Section 2, from each Local Municipality with authority over the Municipal Lands.
- l. Where the Municipal Support Confirmation is in the form of a Municipal Support Resolution, the Municipal Support Resolution must be dated no earlier than February 17, 2023.
- m. The Municipal Support Confirmation must be provided in Exhibit B.
- n. Councils of Local Municipalities have the option of using the form of Municipal Support Resolution provided in Exhibit A, should they so choose. A Blanket Municipal Support Resolution is an acceptable alternative to a Municipal Support Resolution.

GUIDANCE FOR MUNICIPALITIES:

The IESO is undertaking the LT1 RFP to competitively procure year-round capacity from dispatchable New Build and Eligible Expansion resources, including New Build and Eligible Expansion facilities incorporating Electricity generation and storage that (i) are registered or able to become registered in the IESO Administered Markets; (ii) larger than one (1) MW; and (iii) can deliver a continuous amount of Electricity to a connection point on a Distribution System or Transmission System during the Qualifying Hours for:

- (i) at least four (4) consecutive hours in the case of Electricity Storage Facilities; or
- (ii) at least eight (8) consecutive hours in the case of Non-Electricity Storage Facilities.

The LT1 RFP provides Proponents with the opportunity to obtain Rated Criteria Points, which will be used to more favourably position their Proposal in the LT1 RFP evaluation process. Four (4) Rated Criteria points are available for evidence of having obtained support from each Local Municipality in whose jurisdiction(s) the Long-Term Reliability Project is proposed to be located.

Should a Local Municipality wish to support a particular Long-Term Reliability Project, a group of Long-Term Reliability Projects, or one or more particular technology types, they must either pass a Municipal Support Resolution (project-specific) or a Blanket Municipal Support Resolution.

Local Municipalities are encouraged to use the template Municipal Support Resolution in Exhibit A. Should a Local Municipality wish to develop its own resolution, the resolution must:

- (A) identify:
 - (i) the Proponent;
 - (ii) the name, technology and Maximum Contract Capacity of the Long-Term Reliability Project; and

- (iii) the Municipal Lands that are subject to the authority of the Local Municipality; and
- (B) state that the Local Municipality supports the development, construction and operation of the Long-Term Reliability Project on the applicable Municipal Lands. The statement in such resolution may be qualified as being solely for the purposes of enabling the Proponent to receive Rated Criteria Points under the LT1 RFP or to satisfy its obligations under any contract awarded under the LT1 RFP, and does not supersede any applicable permits or approvals under applicable Laws and Regulations that may be required for a particular Long-Term Reliability Project.

Pursuant to the LT1 RFP, Proposals that did not receive the formal support of the local jurisdictional authorities of all the project communities in which the Long-Term Reliability Project is located in the form of a support resolution may be required under the LT1 Contract to be awarded pursuant to the LT1 RFP to submit such support resolution for compliance with its obligations.

Though the Municipal Support Confirmation may impact the rank of the Proponent's Proposal in relation to other Proposals received by the IESO, it does not guarantee a contract will be offered to the Proponent under the LT1 RFP.

THE REMAINDER OF THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK

Capitalized terms not defined herein have the meanings ascribed to them in the LT1 RFP.

Section 1 – Information of the Proponent and the Long-Term Reliability Project

a.	Unique Project ID of the Long-Term Reliability Project: <Enter Unique Project ID>	
b.	Name of the Long-Term Reliability Project: <Enter name of the Long-Term Reliability Project>	
c.	Legal name of the Proponent: <Enter legal name of the Proponent>	
d.	Property Identification Number (PIN), or if PIN is not available, municipal address or legal description of Properties included in the Municipal Lands < insert PIN(s) (if a PIN is not available, use Municipal Address or legal description) or Grid Cell(s), if applicable>	
e.	List of all Local Municipalities with authority over the Municipal Lands: <insert name of the Local Municipality>	Local Municipality 1: Local Municipality 2 (if applicable):

Section 2 – Municipal Support Confirmation

a.	The form of Municipal Support Confirmation used for Local Municipality 1 named above in Section 1(e), attached in Exhibit B, is:	<input type="radio"/> A Municipal Support Resolution dated no earlier than February 17, 2023
----	--	--

		<p>OR</p> <p><input type="radio"/> A Blanket Municipal Support Resolution</p>
<p>b.</p>	<p>The form of Municipal Support Confirmation used for Local Municipality 2 (if applicable) named above in Section 1(e), attached in Exhibit B, is:</p>	<p><input type="radio"/> A Municipal Support Resolution dated no earlier than February 17, 2023</p> <p>OR</p> <p><input type="radio"/> A Blanket Municipal Support Resolution</p>

I hereby confirm that I am an individual with the authority to bind the Proponent and that, if applicable, by signing this form using electronic signature, I agree to the content, terms and conditions set out in the document on behalf of the Proponent.

PROPONENT NAME: _____

Per: _____

Print Name:

Print Title:
(I have authority to bind the Proponent)

Date Signed:

EXHIBIT A
FORM OF MUNICIPAL SUPPORT RESOLUTION

Resolution NO: _____ Date: _____

[Note: The Municipal Support Resolution must not be dated earlier than February 17, 2023.]

WHEREAS:

1. The Proponent is proposing to construct and operate a Long-Term Reliability Project, as defined and with the characteristics outlined in the table below, under the Long-Term Request for Proposals (“**LT1 RFP**”) issued by the Independent Electricity System Operator (“**IESO**”).

Unique Project ID of the Long-Term Reliability Project:	
Name of the Long-Term Reliability Project:	
Legal Name of Proponent:	
Technology of the Long-Term Reliability Project:	
Maximum Contract Capacity of the Long-Term Reliability Project (in MW):	
Property Identification Number (PIN), or if PIN is not available, municipal address or legal description of the portion of the Project Site that is located on lands subject to the authority of one or more Municipalities:	

- Pursuant to the LT1 RFP, Proposals that receive the formal support of the local jurisdictional authorities of all the project communities in which the Long-Term Reliability Project is located in the form of a support resolution will be awarded Rated Criteria points for the purpose of ranking the Proposal in relation to other Proposals for a contract under the LT1 RFP; and

NOW THEREFORE BE IT RESOLVED THAT:

- The council of <insert name of Municipality> supports the development, construction and operation of the Long-Term Reliability Project on the Municipal Lands.
- This resolution's sole purpose is to enable the Proponent to receive Rated Criteria Points under LT1 RFP or to satisfy its obligations under any awarded LT1 Contract and may not be used for the purpose of any other form of approval in relation to the Proposal or Long-Term Reliability Project or for any other purpose. Rated Criteria points will be used to rank the Proponent's Proposal in relation to other Proposals received by the IESO under the LT1 RFP.

DULY RESOLVED BY THE LOCAL MUNICIPALITY

on the ___ day of _____, 20__

<Signature lines for elected representatives. At least one signature is required.>

EXHIBIT B
MUNICIPAL SUPPORT CONFIRMATION

Note: Attach the Municipal Support Confirmation.

Committee: Committee of the Whole – Community Development

Date: November 6, 2023

Department: Community Development

Topic: Request for Easement Over Township Land in Favour of 608 County Road 2

Background: On behalf of the property owner, Annable Designs met with Township Staff in July for a pre-consultation regarding a potential zoning bylaw amendment application for 608 County Road 2. The property is currently developed with an 18-unit apartment dwelling and parking area. A second apartment dwelling with an additional 18 units was considered, including an expansion to the parking area.

The ~0.9acre property is zoned Residential Third Density and within the Settlement Policy Area of the Township's Official Plan. The property has an entrance off of County Road 2 and there is an unopened road allowance at the back of the property. Nearby properties include a mix of single dwellings and commercial buildings. A railway spur line owned by Ingredion is ~36m away. The Galop Canal is south of the property, on the opposite side of County Rd 2.

The Zoning Bylaw provides a maximum density for an apartment dwelling of 230m² of lot area per dwelling unit. The 36 (total) units proposed for the site would exceed this maximum density provision, presenting a number of related areas that don't comply with the zoning bylaw, including setbacks, parking requirements, and amenity areas.

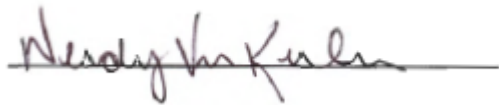
The owner/applicant requests the Township's permission to use the road allowance at the north end of the property to address some of these issues. This could be accomplished through an easement over the Township's land in favour of 608 County Road 2. This means that the Township would maintain ownership of the land, but an agreement would be registered to both parcels that includes specifics related to the property use.

At this time, an application for a zoning bylaw amendment has not been submitted to the Township. If an application for a zoning bylaw amendment is received, it will be subject to the public consultation process, as required by the Planning Act. The development of a site with more than 10 residential units is subject to site plan control, in accordance with the Township's Site Plan Control Bylaw 2023-47.

Prior to undertaking the application submission requirements, the applicant is seeking the Committee's support to use the road allowance if a future application to amend the zoning bylaw were successful.

Committee could consider:

- If the applicant were successful in obtaining a zoning bylaw amendment to address areas of non-compliance for the proposal, **would Committee support the use of the road allowance?**
- It is noted that the site plan proposes the use of both sides of the road allowance. **What portion of the road allowance would the Committee be supportive of?**
- The request indicates that the land will be used for parking, amenity area and an area for garbage. **Are specific uses supported or not supported?**



Community Development Coordinator

From: [David Annable](#)
To: [Wendy Van Keulen](#)
Subject: Delegation to Council - November 6th
Date: November 1, 2023 10:35:21 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[1593-SP1 SP2 Rv9-Nov01_2023.pdf](#)
Importance: High

Good Morning Wendy – Thanks for your patience, we are happy to provide you with the Proposed Development plans that my clients have requested I present to Council. This latest revision does extend a bit further into the Township Lands than our initial proposal, but not without reason and rationale. There were concerns raised from both the Township and the United Counties during our first pre-consultation with regards to Parking Requirements, Amenity Area’s and Garbage Stations. In this latest revision we have been able to address all these concerns with use of the Vacant and Unused Township Lands that are the lands for the Former Adelaide Street. We are aware and have had located (illustrated) the Township Services that do exists to date on these vacant lands, and my clients have been made aware that if any maintenance, repair or alteration is required – the cost would be on them to repair any damaged development over these services.

The Lands we are seeing to use would be approximately 895.0 sqm. of the unopened Road Allowance (Adelaide Street). The Amenity Zone would comprise of 28% of the Lands, Parking would comprise of 50% of the Lands and the remaining 22% would be Grass / Buffer use. We have done our best to meet our clients wishes, while protecting the neighboring residents – ensuring the Refuse/Garage Sites are not in close proximity, we have also proposed Fencing and Vegetation Buffers to ensure Car Lights and Privacy is offered to our neighbors as well.

Our Clients are all about Going Good for the Community – they feel that the need for Infill projects like this far exceed the concern of repairing an asphalt parking lot. They are hopeful that the Township will show support for a Land Use Lease for the Lands as shown on our Proposed Site Plans.

For Annable Designs Co, we hope that council will see that our long-time dedication to rationale, thorough and good planning strategies stand true again with this proposal. With the Proposed Land Use Agreement for the Unopened road allowance this project would be a boost for the Village of Cardinal providing much needed infill development with attainable units for rent to the residents. Projects like these are imperative to moving forward with the initiative of our government and Bill 23 put forward by our own MPP Steve Clark.

We hope Council will provide us with some feedback on potentially supporting this proposal so that we have some sense of support as we move through the process with Township Staff, County Staff and our Clients.

Become a Follower: [Subscribe Today](#)

Cheers,

David T. Annable

PRESIDENT / SR DESIGNER

dave@annabledesigns.ca

.....
Annable Designs co. Ltd.

RESIDENTIAL DESIGN-CONSULTING-PLANNING

Tel: 613-926-5350 || 613-865-8999

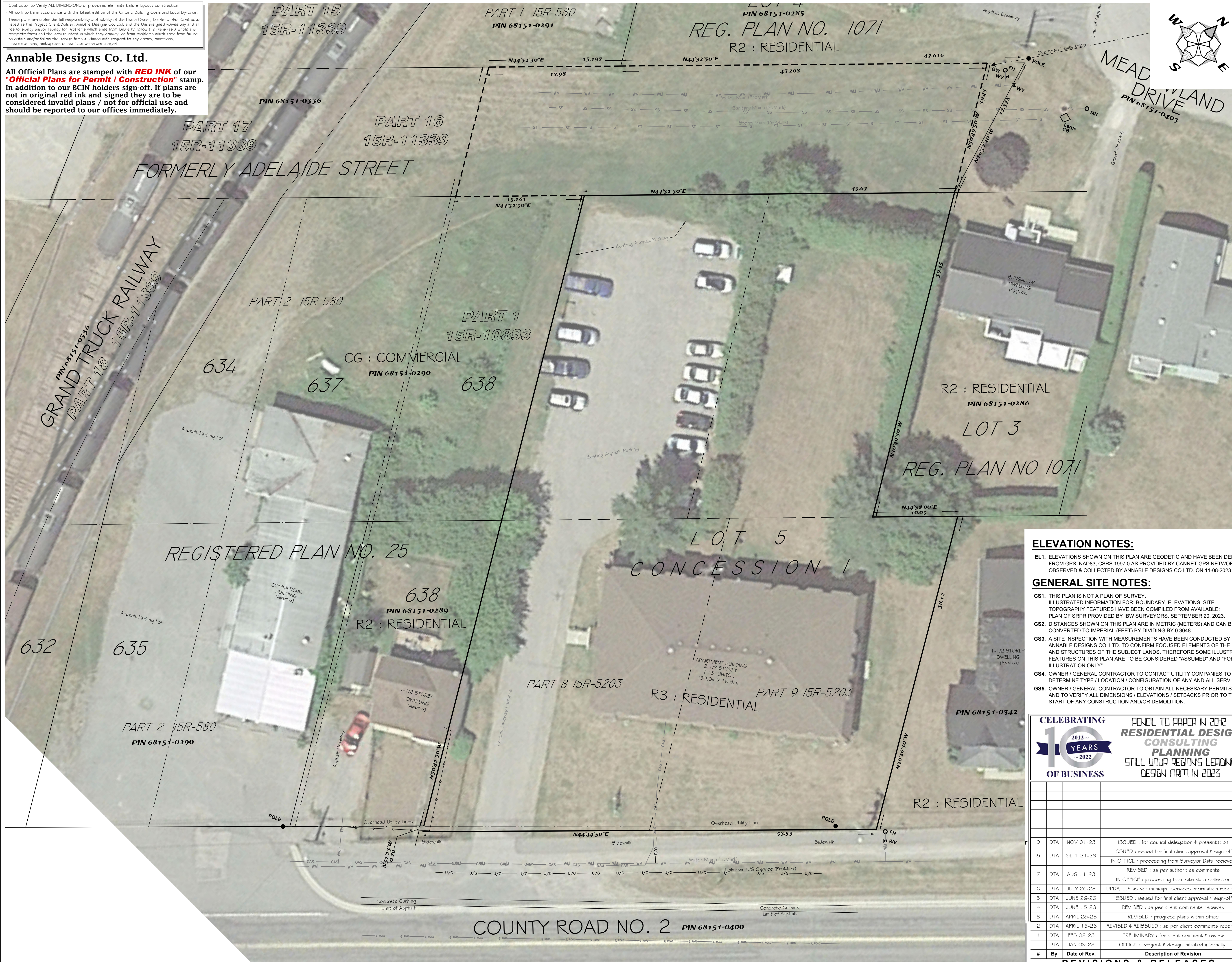


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- Contractor to Verify ALL DIMENSIONS of proposed elements before layout / construction.
 - All work to be in accordance with the latest edition of the Ontario Building Code and Local By-Laws.
 - These plans are under the full responsibility and liability of the Home Owner, Builder and/or Contractor listed as the Project Client/Builder. Annable Designs Co. Ltd. and the Undergrader waives any and all responsibility and/or liability for problems which arise from failure to follow the plans as a whole and in complete form and the design intent in which they convey, or from problems which arise from failure to obtain and/or follow the design firm guidance with respect to any errors, omissions, inconsistencies, ambiguities or conflicts which are alleged.

Annable Designs Co. Ltd.

All Official Plans are stamped with **RED INK** of our "Official Plans for Permit / Construction" stamp. In addition to our BCIN holders sign-off. If plans are not in original red ink and signed they are to be considered invalid plans / not for official use and should be reported to our offices immediately.



Existing Site Plan

For:
608 COUNTY ROAD 2
 Being:
 PART OF LOTS CONCESSION 1
 and
 BLOCK 66 REGISTERED PLAN 1071
 Geographic Village of Cardinal
 TOWNSHIP OF EDWARDSBURGH-CARDINAL
 COUNTY OF GRENVILLE

DRAWING SCALE = 1 : 200m

BOUNDARY / DATA USE:

BD1. ANNABLE DESIGNS CO IS NOT A REGISTERED LAND SURVEYOR AND THIS PLAN SHALL NOT BE USED AS A PLAN OF LEGAL SURVEY FOR ALL PROPERTY LINE DISPUTES AND/OR PROPER IDENTIFICATION OF BOUNDARY CONTACT A LOCAL ONTARIO LAND SURVEYOR FOR A BUILDING LOCATION SURVEY.

BD2. DATA COLLECTED FROM THE SUBJECT SITE AND ABUTTING PROPERTIES HAS BEEN DONE IN A PROFESSIONAL AND TECHNICALLY TRAINED MANOR. ANNABLE DESIGNS CO. HAS USED COMMON PRACTICES AND KNOWLEDGE WITH THE ASSISTANCE OF SPECTRA PRECISION (GPS) EQUIPMENT.

GENERAL DESIGN NOTES:

D1. THIS SITE PLAN SHOULD BE READ IN CONJUNCTION WITH THE PROJECT DESIGN PLANS THAT HAVE BEEN PREPARED BY ANNABLE DESIGNS CO. LTD.

D2. ALL DESIGN ELEMENTS AND SITE CONSTRUCTION FEATURES ILLUSTRATED SHALL CONFIRM TO THE EXISTING OFFICIAL PLANS AND ZONING BY-LAWS OF THE MUNICIPALITY. IN ADDITION TO ALL PROVINCIAL GUIDELINES, STANDARDS, AND REQUIREMENTS.

ELEVATION NOTES:

EL1. ELEVATIONS SHOWN ON THIS PLAN ARE GEODETIC AND HAVE BEEN DERIVED FROM GPS, NAD83, CSRS 1987.0 AS PROVIDED BY CANNET GPS NETWORK. OBSERVED & COLLECTED BY ANNABLE DESIGNS CO LTD. ON 11-08-2023

GENERAL SITE NOTES:

GS1. THIS PLAN IS NOT A PLAN OF SURVEY. ILLUSTRATED INFORMATION FOR: BOUNDARY, ELEVATIONS, SITE TOPOGRAPHY FEATURES HAVE BEEN COMPILED FROM AVAILABLE: PLAN OF SRPR PROVIDED BY IBW SURVEYORS, SEPTEMBER 20, 2023.

GS2. DISTANCES SHOWN ON THIS PLAN ARE IN METRIC (METERS) AND CAN BE CONVERTED TO IMPERIAL (FEET) BY DIVIDING BY 0.3048.

GS3. A SITE INSPECTION WITH MEASUREMENTS HAVE BEEN CONDUCTED BY ANNABLE DESIGNS CO. LTD. TO CONFIRM FOCUSED ELEMENTS OF THE SITE AND STRUCTURES OF THE SUBJECT LANDS. THEREFORE SOME ILLUSTRATED FEATURES ON THIS PLAN ARE TO BE CONSIDERED "ASSUMED" AND "FOR ILLUSTRATION ONLY"

GS4. OWNER / GENERAL CONTRACTOR TO CONTACT UTILITY COMPANIES TO DETERMINE TYPE / LOCATION / CONFIGURATION OF ANY AND ALL SERVICES.

GS5. OWNER / GENERAL CONTRACTOR TO OBTAIN ALL NECESSARY PERMITS AND TO VERIFY ALL DIMENSIONS / ELEVATIONS / SETBACKS PRIOR TO THE START OF ANY CONSTRUCTION AND/OR DEMOLITION.

PLAN LEGEND:		10.80m	
	DENOTES Existing Building Tie		DENOTES Proposed Building Tie
	DENOTES Existing Building		DENOTES Proposed Building
	DENOTES Existing Gravel Feature		DENOTES Proposed Gravel Feature
	DENOTES Existing Asphalt Feature		DENOTES Proposed Asphalt Feature
	DENOTES Existing Spot Elevation		DENOTES Proposed Spot Elevation
	DENOTES Existing Survey Monument (Round)		DENOTES Proposed Survey Monument (Round)
	DENOTES Existing Wood Stake (on site)		DENOTES Proposed Wood Stake (on site)
	DENOTES Existing Utility Pole		DENOTES Proposed Utility Pole
	DENOTES Existing Guy Wire / Anchor		DENOTES Proposed Guy Wire / Anchor
	DENOTES Existing Fire Hydrant		DENOTES Proposed Fire Hydrant
	DENOTES Existing Water Valve		DENOTES Proposed Water Valve
	DENOTES Existing Gas Meter		DENOTES Proposed Gas Meter
	DENOTES Existing Catch Basin		DENOTES Proposed Catch Basin
	DENOTES Existing Fence Line		DENOTES Proposed Fence Line
	DENOTES Existing Hydro Service		DENOTES Proposed Hydro Service
	DENOTES Existing Sanitary Service (Approx)		DENOTES Proposed Sanitary Service (Approx)
	DENOTES Existing Water Service (Approx)		DENOTES Proposed Water Service (Approx)
	DENOTES Existing Centre-Line of Road		DENOTES Proposed Centre-Line of Road
	DENOTES Existing Unknown Problem Located Underground Service		DENOTES Proposed Unknown Problem Located Underground Service

CELEBRATING

OF BUSINESS

PENCIL TO PAPER IN 2012

RESIDENTIAL DESIGN CONSULTING PLANNING

STILL YOUR REGION'S LEADING DESIGN FIRM IN 2023

#	By	Date of Rev.	Description of Revision
9	DTA	NOV 01-23	ISSUED : for council delegation & presentation
8	DTA	SEPT 21-23	ISSUED : issued for final client approval & sign-off IN OFFICE : processing from Surveyor Data received
7	DTA	AUG 11-23	REVISED : as per authorities comments IN OFFICE : processing from site data collection
6	DTA	JULY 26-23	UPDATED: as per municipal services information received
5	DTA	JUNE 26-23	ISSUED : issued for final client approval & sign-off
4	DTA	JUNE 15-23	REVISED : as per client comments received
3	DTA	APRIL 28-23	REVISED : progress plans within office
2	DTA	APRIL 13-23	REVISED & REISSUED : as per client comments received
1	DTA	FEB 02-23	PRELIMINARY : for client comment & review
-	DTA	JAN 09-23	OFFICE : project & design initiated internally

Planning Consultant / Design Consultant:

THE ORIGINAL CO.
Annable Designs
 RESIDENTIAL DESIGN-CONSULTING-PLANNING
 EST. 2012

Brockville Offices: 224 King Street West, Brockville, Ontario | 613-926-5350 | info@annabledesigns.ca | www.annabledesigns.ca

PROJECT ID NUMBER 1593	SHEET NUMBER SP1
<p>AUTHORIZATION SIGNATURE - CONSULTANT</p> <p>PRELIMINARY</p> <p>ANNABLE DESIGNS Co. Ltd. (FIRM) DAVID T. ANNABLE - SR. DESIGNER</p>	
COMPLETION DATE: JANUARY 2023	COMPUTER NO: 1593-SP1.DWG
CAD BY: D. T. ANNABLE SCALE: 1 : 200m Rev. 09	

Contractor to Verify ALL DIMENSIONS of proposed elements before layout / construction. All work to be in accordance with the latest edition of the Ontario Building Code and Local By-Laws. These plans are under the full responsibility and liability of the Home Owner, Builder and/or Contractor listed as the Project Client/Builder. Annable Designs Co. Ltd. and the Undersigned waives any and all responsibility and/or liability for problems which arise from failure to follow the plans (as a whole and in complete form) and the design intent in which they convey, or from problems which arise from failure to obtain and/or follow the design firm guidance with respect to any errors, omissions, inconsistencies, ambiguities or conflicts which are alleged.

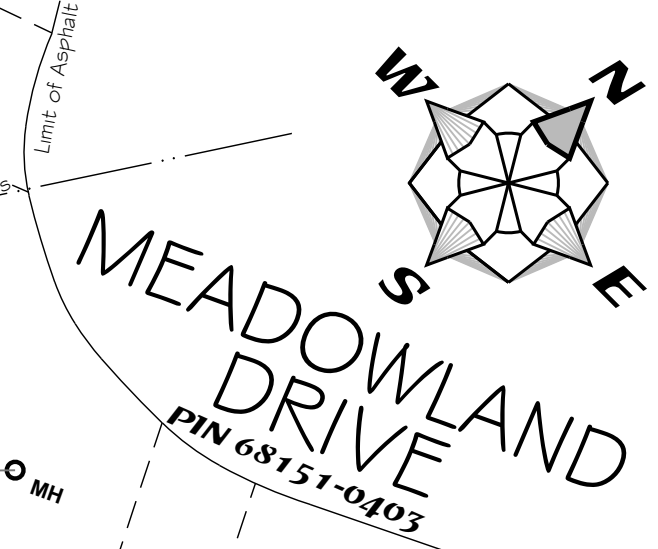
Annable Designs Co. Ltd.

All Official Plans are stamped with RED INK of our "Official Plans for Permit / Construction" stamp. In addition to our BCIM holders sign-off. If plans are not in original red ink and signed they are to be considered invalid plans / not for official use and should be reported to our offices immediately.

PART 15 15R-11339

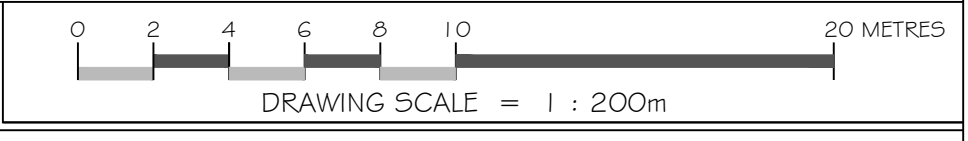
PART 1 15R-580 PIN 68151-0291

REG. PLAN NO. 1071 R2 : RESIDENTIAL



Site Plan Proposal

For: 608 COUNTY ROAD 2 Being: PART OF LOTS CONCESSION 1 and BLOCK 66 REGISTERED PLAN 1071 Geographic Village of Cardinal TOWNSHIP OF EDWARDSBURGH-CARDINAL COUNTY OF GRENVILLE



PART 17 15R-11339 PART 16 15R-11339 FORMERLY ADELAÏDE STREET

PART 2 15R-580

PART 1 15R-10893

CG : COMMERCIAL PIN 68151-0290

PART 3 15R-5203 PART 4 15R-5203

R2 : RESIDENTIAL PIN 68151-0286

LOT 3 REG. PLAN NO 1071

REGISTERED PLAN NO. 25

638 PIN 68151-0289 R2 : RESIDENTIAL

SUBJECT LANDS 3519.1 sqm. (0.87 ac) PIN 68151-0341

PART 8 15R-5203 PART 9 15R-5203 R3 : RESIDENTIAL

R2 : RESIDENTIAL

COUNTY ROAD NO. 2 PIN 68151-0400

Table with 6 columns: Item Description, Requirement, Existing Conditions, Proposed Structure, Req'd Relief, Notes. Rows include Zone Classification, Permitted Use, Lot Area, Front Yard, Rear Yard, etc.

BOUNDARY / DATA USE:

BD1. ANNABLE DESIGNS CO IS NOT A REGISTERED LAND SURVEYOR AND THIS PLAN SHALL NOT BE USED AS A PLAN OF LEGAL SURVEY... BD2. DATA COLLECTED FROM THE SUBJECT SITE AND ADJUTING PROPERTIES HAS BEEN DONE IN A PROFESSIONAL AND TECHNICALLY TRAINED MANOR...

GENERAL DESIGN NOTES:

GD1. THIS SITE PLAN SHOULD BE READ IN CONJUNCTION WITH THE PROJECT DESIGN PLANS THAT HAVE BEEN PREPARED BY ANNABLE DESIGNS CO. LTD. GD2. ALL DESIGN ELEMENTS AND SITE CONSTRUCTION FEATURES ILLUSTRATED SHALL CONFIRM TO THE EXISTING OFFICIAL PLANS AND ZONING BY-LAWS...

ELEVATION NOTES:

EL1. ELEVATIONS SHOWN ON THIS PLAN ARE GEODETIC AND HAVE BEEN DERIVED FROM GPS, NAD83, CSRS 1987.0 AS PROVIDED BY CANMET GPS NETWORK. OBSERVED & COLLECTED BY ANNABLE DESIGNS CO LTD. ON 11-08-2023

GENERAL SITE NOTES:

GS1. THIS PLAN IS NOT A PLAN OF SURVEY. ILLUSTRATED INFORMATION FOR: BOUNDARY, ELEVATIONS, SITE TOPOGRAPHY FEATURES HAVE BEEN COMPILED FROM AVAILABLE: PLANS OF SRPP PROVIDED BY IBW SURVEYORS, SEPTEMBER 20, 2023. GS2. DISTANCES SHOWN ON THIS PLAN ARE IN METRIC (METERS) AND CAN BE CONVERTED TO IMPERIAL (FEET) BY DIVIDING BY 0.3048. GS3. A SITE INSPECTION WITH MEASUREMENTS HAVE BEEN CONDUCTED BY ANNABLE DESIGNS CO. LTD. TO CONFIRM FOCUSED ELEMENTS OF THE SITE AND STRUCTURES OF THE SUBJECT LANDS...

PLAN LEGEND: Symbols for existing and proposed buildings, parking, utility lines, etc. MUNICIPAL FEATURE LEGEND: Symbols for town zoning setbacks, etc.

CELEBRATING 10 YEARS OF BUSINESS 2012-2022. PENCIL TO PAPER IN 2012 RESIDENTIAL DESIGN CONSULTING PLANNING STILL YOUR REGION'S LEADING DESIGN FIRM IN 2023

Table with 3 columns: #, Date of Rev., Description of Revision. Lists revisions from 1 to 9, including dates and descriptions like 'ISSUED : for council delegation & presentation'.



PLAN CERTIFICATION / VALIDATION If the Signature on this plan is not in Original RED Ink, then the plan is to be considered Preliminary or an Unauthorized Duplicate. Please Confirm with Annable Designs Co. Ltd before using Unauthorized Plans for any purpose.

Annable Designs RESIDENTIAL DESIGN-CONSULTING-PLANNING THE ORIGINAL CO. 613-926-5350 info@annabledesigns.ca www.annabledesigns.ca

PROJECT ID NUMBER 1593 SHEET NUMBER SP2

PRELIMINARY AUTHORIZATION SIGNATURE - CONSULTANT COMPLETION DATE: JANUARY 2023 COMPUTER NO: 1593-SP1.DWG CAD BY: D. T. ANNABLE SCALE: 1:200m Rev. 09

Committee: Committee of the Whole – Community Development

Date: November 6, 2023

Department: Community Development

Topic: Implementing Official Plan Consent Policies - Hydrogeological Assessments and Terrain Analysis

Purpose: To review a draft implementation guideline that outlines conditions where the Township would request a hydrogeological assessment and terrain analysis as part of a severance application. The guideline would provide greater transparency for applicants, staff and Council, helping to apply consent policies related to the suitability of site conditions for individual on-site water and/or sewer services.

Background: Council endorsed a draft amendment to the Township's Official Plan in a Special Meeting of Council on October 10th. The draft amendment would reduce the Township's minimum lot size requirement in the Rural area, and revise other sections of the plan to ensure internal consistency. Staff have scheduled an Open House meeting and the Statutory Public Meeting for November 20th.

During the review process, our Planners recommended additional revisions to ensure development can be supported with appropriate servicing, in accordance with Provincial Policy Statement and the MECP's D-5-4 and D-5-5 guidelines. Committee has emphasized the importance of reducing development barriers, and has asked that the requirement for a hydrogeological assessment and terrain analysis be detailed in a separate policy rather than within the Official Plan.

Among other proposed revisions to the Official Plan, the draft amendment would revise section 7.1.1.1 to read:

The frontage, size and shape of any lot created shall be appropriate for the proposed use and conform to the provisions of the Zoning By-law. With the exception of the village of Cardinal where there are full municipal water and sewage services, the minimum lot area shall be generally no less than ~~1.0 hectare~~ **0.4 hectares**. A smaller lot size may be permitted in exceptional situations, such as in the case of lands within the Settlement Policy Area designation, or where the nature or siting of existing uses or buildings precludes the possibility of achieving the ~~1.0 hectare~~ **0.4 hectare** minimum lot area. **Notwithstanding the minimum lot area of generally 0.4 hectares, where any new lot is proposed to be less than 1.0 hectare and requires partial or**

private servicing, a hydrogeological assessment and terrain analysis may be required, to demonstrate that the lot can be adequately serviced for the long-term to the satisfaction of the Township. A larger lot size may be required depending upon the nature of the use, the topography, servicing requirements and/or other development constraints.

For Committee's consideration, a draft resolution is attached that would provide guidance for when a hydrogeological assessment and terrain analysis would be considered a reasonable condition for a severance application. The guideline was prepared by Staff, with consultation and review from JP2G and Novatech.

In summary:

- The guideline states that the study can be scoped; meaning the amount of work can be scaled to the development that is proposed.
- The study would be required when the lot is undeveloped, requires private or partial individual on-site servicing, and is under 1 hectare.
- The study would also be required when the lot is within an area that has a higher risk of water quality/quantity impacts.
- The study must be prepared by a qualified professional, and in accordance with Ministry guidelines.
- Where recommendations are provided through the report, they may be implemented through a development agreement. These agreements are registered on title and available to future homeowners.

If the attached resolution is approved by Council, it could be included with the Official Plan Amendment application to the Counties to help demonstrate conformance with the Provincial Policy Statement and MECP D-5 series guidelines.

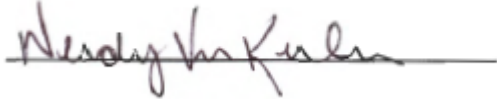
Policy Implications: The PPS section 1.6.6.4 permits individual on-site sewage and water services when municipal or private communal services are not available "provided that site conditions are suitable for the long-term provision of such services with no negative impacts".

The PPS defines "negative impacts" for this policy specifically:

"in regard to policy 1.6.6.4 and 1.6.6.5, potential risks to human health and safety and degradation to the quality and quantity of water, sensitive surface water features and sensitive ground water features, and their related hydrologic functions, due to single, multiple or successive development. Negative impacts should be assessed through environmental studies including hydrogeological or water quality impact assessments, in accordance with provincial standards;"

Financial Considerations: An approved guideline that helps staff determine when a hydrogeological assessment and terrain analysis is required may help reduce consultant fees during the pre-consultation stage of Planning applications.

Recommendation: That Committee recommend that Council approve and make the attached resolution, which outlines conditions where the Township would request a hydrogeological assessment and terrain analysis, as part of a severance application.

A handwritten signature in dark ink, appearing to read "Nancy Van Kester", is written over a solid horizontal line.

Community Development Coordinator

**IMPLEMENTING OFFICIAL PLAN CONSENT POLICIES
FOR HYDROGEOLOGICAL ASSESSMENT & TERRAIN ANALYSIS**

WHEREAS Section 1.6.6.4 of The Provincial Policy Statement, 2020 permits individual on-site sewage and water services when municipal or private communal services are not available, provided that site conditions are suitable for the long-term provision of such services with no negative impacts;

AND WHEREAS The Provincial Policy Statement provides that Negative impacts should be assessed through environmental studies including hydrogeological or water quality impact assessments, in accordance with provincial standards;

AND WHEREAS The determination of site suitability for proposed sewage disposal systems, and the environmental sustainability of development (i.e. long-term protection of groundwater) and a suitable water supply, are important considerations in development (including lot creation) on private and partial services;

NOW THEREFORE BE IT RESOLVED THAT the Municipal Council of the Corporation of the Township of Edwardsburgh Cardinal hereby directs that the need for a condition on a severance application, with respect to groundwater assessment on the suitability of the quantity and quality of groundwater to service a new lot to be severed, be considered on a case-by-case basis, rather than be a standard condition of severance approval applicable to all new lot severance applications;

AND THAT Council directs that under the following circumstances, a scoped terrain analysis and/or a hydrogeological report demonstrating that the proposal will not have an adverse effect upon the environment or public health is a reasonable condition of severance approval under the following circumstances:

- When the lot(s) to be created:
 - are undeveloped; and
 - require partial or private services; and
 - are less than 1 ha (2.47 acres) in size;

OR

- Where the new lot(s) is in an area that raises potential influence in relation to a waste disposal site, or an active quarry operation or in an area that otherwise raises ground water quantity/quality impacts on the proposed severed lot;

AND THAT the terrain analysis and hydrogeological report shall be prepared by a qualified professional in the Province of Ontario, demonstrating that the site conditions are suitable for the long-term provision of private services with no negative impacts in accordance with Ministry of Environment, Conservation and Parks guidelines and regulations, and that there is no negative environmental impact (or cumulative negative impact) resulting from the use of on-site private water and sewage services;

AND THAT where recommendations are made within the report that would reduce or eliminate adverse effects upon the environment or public health, Council may require that the property owner enter into a development agreement with the Township in accordance with the Planning Act.

Jp2g No. 23-6281A

August 29, 2023

Township of Edwardsburgh-Cardinal
P.O. Box 129
Spencerville, ON K0E 1X0

Attention: Wendy Van Keulen
Community Development Coordinator

Re: Hydrogeologic Study Information

Dear Ms. Van Keulen:

Further to your email dated August 22, 2023, we are pleased to provide the attached information regarding relevant studies that may be applied to “severance” type development applications. Specifically, we have provided comment to address the following as they relate to lot creation and private on-site sewage and water servicing.

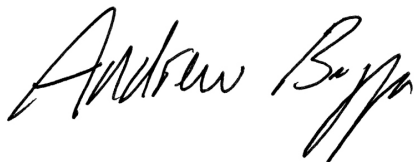
relate to lot creation and private on-site sewage and water servicing.

- Explain the purpose of a hydrogeology investigation, terrain analysis and groundwater impact assessment (why are these studies completed? what do they tell us?)
- When are these studies required by provincial policy? (provide an interpretation of PPS 1.6.6.4 and definition of Negative Impacts)
- How are these studies completed? (D-5-4 and D-5-5 guidelines)
- Explain the difference between a groundwater impact assessment and requirements related to part 8 of the building code (why do we have both? Is there unnecessary overlap?)

We trust that the attached information is helpful. Please do not hesitate to call should you have any questions.

Yours truly,

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Why are HG Studies Required

Land use changes (i.e., residential, commercial and or industrial development) may result in changes to the quantity and quality of ground water naturally occurring beneath a property as well as that of adjacent properties. Hydrogeological studies are required in support of development applications involving a change in land use to ensure that ground water quantity or quality and its users will not be adversely affected, and that existing users of the groundwater are not adversely affected. In some cases, existing or past land use may have resulted in adverse ground water impacts. In such cases hydrogeological studies are required for purposes of redevelopment of a property. The scope of investigations depends upon the severity of the impacts and the proposed use of the property.

When are HG Studies Required

Hydrogeological studies may be required in support of development applications for several different reasons as outlined below. These studies are generally completed in support of Official Plan Amendments, Zoning By-Law Amendments and prior to Draft Approval for Plans of Subdivision and Condominium. This may also apply to industrial, commercial, institutional, and multi residential developments. Although hydrogeological studies are not normally required for 'consent to sever' applications, municipalities and approval authorities should give serious consideration to hydrogeological investigation of areas that are likely to be developed by consent over a period of time. This would help in ensuring that the development would not create adverse effects on the groundwater or the users.

The most common circumstances which would require a hydrogeological study include:

- a) a development requiring a ground water supply, either individual, communal, or municipal.
- b) a development serviced by a sewage system(s) requiring subsurface disposal of sewage effluent via leaching or filter beds for individual, communal, or municipal systems, or via surface disposal using spray irrigation from a sewage lagoon.
- c) proposed development sites having known or suspected soil and/or ground water contamination from either on-site or off-site sources; and
- d) proposed development sites which are located on hydrogeologically sensitive areas.



When are these Studies Required by Provincial Policy?

PPS 1.6.6.4 and Definition of Negative Impacts

The Provincial Policy Statement, 2020 (PPS), issued under Section 3 of the Planning Act provides a policy framework for land use planning and development decisions in the Province of Ontario. Policy 1.6.6.4 permits individual on-site sewage and water services when municipal or private communal services are not available “provided that site conditions are suitable for the long-term provision of such services with no negative impacts”.

The PPS defines negative impact regarding Policy 1.6.6.4 as “potential risks to human health and safety and degradation to the quality and quantity of water, sensitive surface water features and sensitive groundwater features, and their hydrologic functions, due to single, multiple or successive development.”

The definition goes on to state that these negative impacts should be assessed through environmental studies including hydrogeological or water quality impact assessments in accordance with provincial standards.

The purpose of these studies is to demonstrate that there is an adequate supply of water in terms of both quantity and quality for the proposed development, and the land is suitable for the installation of a septic system. The Ontario Ministry of Environment and Energy developed technical guidelines and procedures in 1996 to complete these types of studies, Guideline D-5 Planning for Sewage and Water Services.

The scope of the studies is dependent on the density or intensity of the development and the sites sensitivity for negative impacts such as low water yield or interference with neighbouring wells, potential surface water contamination, septic system contamination or naturally occurring poor water quality.

The PPS policies regarding development on individual on-site services are to be incorporated into the Official Plan and shall apply in rural and agricultural areas. The Planning Act requires that decisions affecting planning matters shall be consistent with the PPS.



Ministry Procedure D-5-4 and D-5-5

D-5-4 Technical Guideline For Individual On-Site Sewage Systems: Water Quality Impact Risk Assessment

Methodology on water quality impact assessment is described in the Ministry's Procedure D-5-4. The intent of the assessment is to ensure that combined effluent discharges from the individual septic systems of the development (i.e., the proposed number of septic systems) will have minimal effect on the groundwater on the site or adjacent properties. The guideline describes nitrate as being the critical contaminant of concern, and the Ontario Drinking Water Objective (ODWO) of 10 mg/L as the indicator of groundwater impact.

Procedure D-5-4 outlines the groundwater impact assessment process for individual on-site sewage disposal systems. The assessment involves a three-step process, and typically, the need to advance to the next step depends on the conditions that are defined in the previous step. The three steps are:

1. Lot size considerations
2. Evaluating the relationship between the septic systems and the groundwater
3. Contaminant loading to the groundwater (i.e., dilution)

Lot Size

Typically, if the proposed lots within the development are one (1) hectare or larger, or the average lot size is 1 ha or larger and there are no lots being smaller than 0.8 ha, the risk of individual septic systems at the boundary limits is considered acceptable and may not require a detailed hydrogeological assessment, if it is demonstrated that the site is not hydrogeologically sensitive. In this instance it is assumed that the attenuative processes within the 1 ha lot will be sufficient to reduce the nitrate-nitrogen concentrations to acceptable limits.

System Isolation

This instance requires an evaluation of whether the sewage effluent will be hydrogeologically isolated from the existing or potential water supply aquifers. Developments will normally be considered as low risk where it can be demonstrated that sewage effluent is hydrogeologically isolated from the underlying aquifers. This involves evaluating the probable groundwater receiver of sewage effluent and the lower hydraulic confining barriers that will protect the groundwater. Typical studies would include a review of geological mapping and nearby well records and sampling of nearby wells to assess the absence/presence of nitrates in the groundwater. Low nitrate values would be an indication that the underlying aquifers have not been impacted. Below is information from a typical water well record that provides evidence of an adequate isolation layer.



LOG OF OVERBURDEN AND BEDROCK MATERIALS (SEE INSTRUCTIONS)					
GENERAL COLOUR	MOST COMMON MATERIAL	OTHER MATERIALS	GENERAL DESCRIPTION	DEPTH - FEET	
				FROM	TO
Brown	clay			0	15
grey	clay			15	80
Blue	clay			80	95
Brown	gravel			95	100
Brown	shale			100	101

In this instance, there is a layer consisting of approximately 30 metres of clay over the basal gravel and bedrock aquifers.

The above lines of evidence (i.e., low values of nitrate sampling results and thick sequence of clay that acts as a restrictive barrier) would support the conclusion that the groundwater supply is sufficiently isolated from the sewage effluent.

Contaminant Attenuation

The most common method for assessing the potential "contaminant attenuation" is through a predictive assessment methodology. Other assessments are monitoring based and rely on the sampling and analysis of existing developments.

About the treatment and dispersal of effluent from leaching beds, a maximum septic system density and or predicted nitrate concentration is determined at the property boundary. The lot density and or boundary nitrate concentrations (max concentration is NO3 10 mg/L) are calculated by assuming 1000L/day sewage disposal containing 40 mg/L nitrate. Infiltration of meteoric water is used to dilute the septic effluent. Below are typical spreadsheets showing the available surplus water and dilution model to determine lot densities.



Evapotranspiration and Available Moisture Calculations

Month	Monthly Total Precipitation (mm)	Monthly Mean Temperature (°C)	Thornthwaite Potential Evapotranspiration		
			Monthly Heat Index, I_i	Potential Evapotranspiration, $PET_{i,o}$ (mm)	Potential Evapotranspiration, PET (mm)
January	55.5	-12.1	0.00	0.00	0.00
February	48.8	-9.9	0.00	0.00	0.00
March	51.9	-3.7	0.00	0.00	0.00
April	69.8	5.3	1.09	26.34	29.50
May	75.4	11.9	3.72	59.82	74.18
June	70.7	16.8	6.26	84.88	110.77
July	78.8	19.7	7.97	99.76	127.69
August	82.3	18.4	7.19	93.08	109.84
September	72.2	13.4	4.45	67.48	70.85
October	71.0	7.2	1.74	35.94	32.88
November	66.0	0.2	0.01	0.95	0.77
December	53.1	-7.8	0.00	0.00	0.00
Total Annual (mm):	795.5				556.48
Total Av. Moisture (mm):	239.0				

Latitude: 45°N

**Inputs in blue



NITRATE DILUTION FOR SEPTIC SYSTEM DESIGN

Climate Data			
Precipitation	795.50	mm/year	Climate data transferred from Evapotranspiration and Available Moisture Spreadsheet
Evapotranspiration	556.48	mm/year	
Potential Infiltration	239.02	mm/year	

Site Hydrology				
Site Area	222200.0	m ²		
Infiltration Reduction Factor	0.8		Table Entry	Manual Entry
- Topography Component	Rolling land, 2.8 < Savg < 3.8m/km		0.2	
- Soil Component	Open Sandy Loam		0.4	
- Cover Component	Woodland		0.2	
Net Potential Infiltration	0.19	m/year		

Hydraulics and Chemistry			
Background Nitrate Concentration	0.1	mg/L	Background Dilution Potential of the Entire Site
Rainfall Infiltration	42,488,037	L/year	
Natural Nitrate Loading	4,248,804	mg/year	

Effluent Nitrate Concentration	40.0	mg/L	Loading from One Septic System
Volume of Wastewater	1000	L/day/system	
	365,000	L/year/system	
Septic System Nitrate Loading	14,600,000	mg/year/system	

Calculation Method	Calculate the number of allowable lots (i.e. num. of septic systems)		
Max. allowable nitrate loading at property boundary	9.9		Maximum allowable number of septic systems at the site or the concentration at the property boundary with a known number of septic systems
Number of Septic Systems	X		
Total Nitrate Loading from all onsite Septic Systems	554,800,000	mg/L	
Max. Number of Septic Systems	X = 38		

D-5-5 Technical Guidelines for Private Wells: Water Supply Assessment

Methodology on the assessment of water supplies for developments on individual private wells is described in the Ministry's Procedure D-5-5. The guideline was developed to ensure that future owners of lots or homes had a high probability of being able to access adequate quantities of potable water for human consumption. The Ministry at that time the procedure was developed in 1996 typically did not review development proposals consisting of five (5) or fewer lots but did encourage these types of developments to follow the Ontario Drinking Water Objectives (ODWOs).



The objectives of D-5-5 are:

- To provide technical guidance for professionals involved in land development in the assessment of groundwater quality and quantity.
- To provide an interpretation of the application of MOEE policy to development of individual private well water supplies; and
- to ensure that development proposals are submitted with the required technical support.

Procedure D-5-5 typically provides guidance on the following:

- Water quality and quantity
- The number of test wells required for development depends on size. Potential well locations to optimize spatial distribution across the site.
- Well construction details. Compliance with Ontario Regulation 903.
- Water quantity testing methodology (pumping tests, flow rates and duration)
- Minimum test rate and well yield
- Water quality testing methodology (raw water sampling and analysis)
- Treatment units
- Land and water use conflicts
- Reporting



Groundwater impact assessment and requirements related to Part 8 of the Building Code

Groundwater impact assessment details and the requirements of the Ontario Building Code are not the same.

Impact assessments, as discussed (see D-5-4) are designed to ensure that combined effluent discharges from individual septic systems will have minimal effect on the groundwater resources on and adjacent to development properties. The guideline describes nitrate as being the critical contaminant of concern and specifies the use of 1,000 L/day per system at 40 mg/L as typical input parameters in the assessment.

The Ontario Building Code (OBC) is a regulation under the Building Code Act and at a minimum, outlines the legal requirements for the safety of buildings for public health and safety, accessibility, fire protection and structural sufficiency. Part 8 of the Building Code deals with requirements for the design, construction, operation, and maintenance of on-site Sewage Systems with design capacities of 10,000 litres per day or less. Typical standards of on-site sanitary sewage systems include the following: site evaluations, sewage design flows, standards for septic tanks, design standards for the various classes of systems and construction and maintenance standards.



TOWNSHIP OF EDWARDSBURGH CARDINAL INFORMATION ITEM

Committee: Committee of the Whole -Community Development

Date: November 6, 2023

Department: Recreation

Topic: November Recreation Update

Background:

Senior Exercise Class

Senior Exercise class, run by the CPHC, has begun for the fall on Wednesday mornings at the South Edwardsburgh Community Centre from 9:30 am to 10:30 am.

Trunk Or Treat

On Sunday, October 29th, SERA (South Edwardsburgh Recreation Association) and the Cardinal Festival Committee both hosted at Trunk or Treat that was well attended by the community.

Kids Art Class

The Township's kid's art class program, in partnership with the Spencerville and District Optimist Club, has completed the first of four sessions for this winter, there were 15 participants with the majority being returning children from the pass class. The next session began on Thursday, November 2nd, at the South Edwardsburgh Community Centre from 6 pm to 7:30 pm.

Adult Fitness Class

The first session of the adult fitness class will end in late November. The second session will begin in January, with eight classes from 6:30 pm to 7:30 pm on Tuesday evenings at the South Edwardsburgh Community Centre.

Holiday Cookie Decorating

On Sunday, December 10th, the Township will host a cookie decorating afternoon at the South Edwardsburgh Community Centre from 12 pm to 3pm. This event is for children of all ages, and registration is required. Registration will be available on the Township website.

Skate With Santa

Santa will be in attendance for the Skate with Santa on Friday, December 15th, from 6 pm to 7:30 pm at the Ingedion Centre and on Sunday, December 17th, from 2 pm to 3:30 pm at the Spencerville Arena.

Holiday Free Skating

Below are a list of dates and times for the free holiday skating:

Ingedion Centre

- Friday, December 22nd: 6 pm to 7:30 pm
- Wednesday, December 27th: 2 pm to 3:30 pm
- Friday, December 29th: 6 pm to 7:30 pm
- Wednesday, January 3rd: 2 pm to 3:30 pm
- Friday, January 5th: 6 pm to 7:30 pm

Spencerville Arena

- Sunday, December 24th: 2 pm to 3:30 pm
- Thursday, December 28th: 2 pm to 3:30 pm
- Sunday, December 31st: 2 pm to 3:30 pm
- Tuesday, January 2nd: 2 pm to 3:30 pm
- Thursday, January 4th: 2 pm to 3:30 pm

All township programs and events are shared through the Township website Community Calendar, event organizations have the opportunity to add their own events as well.



Recreation Coordinator



Facilities Manager