



TOWN OF COLLINGWOOD

Council Agenda

Monday, July 22, 2024

“Collingwood is a responsible, sustainable, and accessible community that leverages its core strengths: a vibrant downtown, a setting within the natural environment, and an extensive waterfront. This offers a healthy, affordable, and four-season lifestyle to all residents, businesses, and visitors.”

A meeting of Council will be held Monday, July 22, 2024 in the Council Chambers, 97 Hurontario St. and by Videoconference commencing at 2:00 p.m.

This meeting can be viewed on Rogers TV at <http://www.rogerstv.com/> or on the [Town of Collingwood - Municipal Meeting YouTube channel](#) for those not able to attend in person.

ORDER OF BUSINESS

Page

1. Call of Council to Order

For more than 15,000 years, the First Nations walked upon, and cared for, the lands we now call home. Anishinaabek, Haudenosaunee, Ojibwe, and many others who were families, friends, and communities, the way we are today. The Town of Collingwood acknowledges the Lake Simcoe-Nottawasaga Treaty of 1818 and the relationship it establishes with the original inhabitants of Turtle Island. We acknowledge the reality of our shared history, and the current contributions of Indigenous people within our community. We seek to continue empowering expressions of pride amongst all of the diverse stakeholders in this area. We seek to do better, and to continue to recognize, learn, and grow, in friendship and community, Nation-to-Nation.

2. Adoption of the Agenda

2.1. Motion to adopt agenda

Recommendation: THAT the content of the Council Agenda for July 22, 2024 be adopted as amended:

- Item 7.2.2 PRC2024-07 Collingwood Arts Centre Feasibility Study Phase 3 Report: report and alternative recommendation added;
- Item 7.2.4 P2024-16 Panorama Draft Plan Extension: updated the attachments in the staff report;

- Item 10.1 Emergency Management Plan - Updates Related to Heritage removed.

3. Declarations of Pecuniary Interest

Note: In accordance with the Council Code of Conflict, Procedural By-law and the Municipal Conflict of Interest Act, Council members must file with the Clerk a written statement of the conflict, for inclusion on the Conflict of Interest Registry.

4. Community Announcements

5. Deputations

- 5.1. EPCOR Semi-Annual Council Update, *EPCOR Representatives*
- 5.2. Arts Feasibility Study, *CACE Group*
- 5.3. Wyview/Linksvue Draft Plan Extension Request, *Eric Zou | Wyview Group and Kory Chisholm | MHBC Planning*

6. Public Meetings

7. Adoption of Minutes

7.1 Council Minutes

- 7.1.1 **Recommendation: THAT** the minutes of Council-Committee of the Whole meeting held July 8, 2024 (excluding Committee of the Whole recommendations), the special Council meeting held on July 10, 2024 and the regular meeting of Council held July 15, 2024, be approved as presented.

[Council - Committee of the Whole 08 Jul 2024 - Minutes - Pdf](#)

[Special Council Meeting - 10 Jul 2024 - Minutes - Pdf](#)

[Council - 15 Jul 2024 - Minutes - Pdf](#)

- 7.1.2 Business arising from the previous minutes

7.2 Approval of Committee of the Whole Recommendations

- 7.2.1 Committee of the Whole - July 8, 2024

Recommendation: THAT the Committee of the Whole recommendations from its meeting held 8 July 2024 contained within the 8 July 2024 Council minutes be hereby approved as presented.

- P2024-17 Municipally Initiated Quick Wins Housing Focused Zoning By-law Amendment (**amended**)
- C2024-07 Responsible Pet Ownership By-law Amendments
- Minutes of Other Committees and Boards

[C2024-07 Responsible Pet Ownership By-law Amendment](#)

[P2024-17 Quick Wins Housing Focused ZBA \(amended\)](#)

- 7.2.2 PRC2024-07 Collingwood Arts Centre Feasibility Study Phase 3 Report



**amended report to be issued by Addendum*

Recommendation: THAT Staff Report PRC2024-07, Collingwood Arts Centre Feasibility Study Phase 3 Report, be received;

AND THAT Council approves an expenditure of \$40,000 from the Arts and Culture Legacy Fund to extend the consulting services contract with Colliers Project Leaders to complete a prioritization and scope reduction exercise with respect to the options presented in the June 2024 Collingwood Arts Centre Business Case. (*Carried 8:1*)

Alternate Staff Recommendation:

THAT Council approve an expenditure of \$80,000 from the Arts and Culture Legacy Fund to extend the consulting services contract with Colliers Project Leaders to complete a prioritization and scope reduction exercise with respect to the options presented in the June 2024 Collingwood Arts Centre Business Case and to complete preliminary assessments on 44 Hurontario Street (Federal Building) and 97 Hurontario Street (Eddie Bush Memorial Arena) to establish a viability position of these spaces accommodating a future Arts Centre should they become available for such purposes.

[PRC2024-07 Collingwood Arts Centre Feasibility Study Phase 3 Report AMENDED](#)

7.2.3 P2024-15 Draft Plan Extension - Bridgewater

Recommendation:

WHEREAS the Ontario Land Tribunal issued a Order on July 16, 2024 to grant a three (3) year extension to the Bridgewater draft approved plan of subdivision to July 29, 2027 in accordance with the proponent's request and being that such request was deemed, in the opinion of the Tribunal, to be minor;

AND WHEREAS the Town continues to have authority under the Planning Act to change conditions of draft approval and to amend the draft approved plan prior to final approval;

NOW THEREFORE IT BE RESOLVED THAT Staff Report P2024-15, "Draft Plan Approval Extension Request - Bridgewater - 11644 and 11700 Highway No. 26", dated July 8, 2024 **as amended on July 16, 2024**, be received;

AND THAT the updated conditions of draft approval and redline revisions to the Draft Approved Plan of Subdivision appended to this Report be approved.

~~AND THAT in recognition of the housing crisis and the urgency at all levels of government to increase housing supply in the near term, Council approves a one year extension of Draft Approval for the Plan of Subdivision – Bridgewater (D12020124), including amendments to the associated conditions of draft plan approval and redline revisions to the draft approved plan as appended to this Report, to allow the proponent to demonstrate significant progress toward registering the first phase of development. (Defeated 3:6)~~

*Note the revised resolution (bold and strike-through) post Committee of the Whole on July 8, 2024 to recognize an Ontario Land Tribunal Order and to update the staff recommendation.
[P2024-15 Residential Draft Approval Extension Bridgewater \(amended\)](#)

7.2.4 P2024-16 Draft Plan Extension - Mair Mills Village/Panorama South



Recommendation: THAT Staff Report P2024-16, “Draft Plan Approval Extension Request - Panorama - 260 Mountain Road”, dated July 8, 2024, be received;

AND THAT in recognition of the housing crisis and the urgency at all levels of government to increase housing supply in the near term, Council approves a **three year extension** of Draft Approval for the Plan of Subdivision - Panorama (D12020224), including amendments to the associated conditions of draft plan approval as appended to this Report, to allow the proponent to demonstrate significant progress toward registering the first phase of development. (Carried 8:1)

[P2024-16 Panorama Draft Plan Approval Extension as amended](#)

7.2.5 P2024-18 Draft Plan Extension - Linksview

Recommendation: THAT Staff Report P2024-18, “Draft Plan Approval Extension Request – Linksview”, dated July 8, 2024, be received;

AND THAT Council refer the requested extension of Draft Approval for the Plan of Subdivision - Linksview (D12020324) to staff for further review. (Carried 6:3)

[P2024-18 Residential Draft Approval Extension Linksview](#)

8. Staff Reports

9. By-Laws

9.1. Responsible Pet Ownership By-law Amendments (Staff Report C2024-07)

Recommendation: THAT By-law No. 2024-052, being a by-law to amend Responsible Pet Ownership By-law No. 2012-016 to provide an improved system of dog licensing and registration, be enacted and passed this 22nd day of July, 2024.

[BL2024-052 Responsible Pet Ownership](#)

9.2. Municipally Initiated Quick Wins Housing Focused Zoning By-law Amendment (Staff Report P2024-17)

Recommendation: THAT By-law No. 2024-053, being a By-law to under the provisions of Section 34 of the Planning Act, R.S.O. 1990, c. P.13, as amended, to permit up to four dwelling units per residential or rural lot and reduce minimum parking requirements for Additional Residential Units (ARUs) and apartment buildings, subject to the terms and provisions outlined herein, be enacted and passed this 22nd day of July, 2024.

[BL2024-053 Housing ZBA](#)

9.3. Agreement for Municipal Policing Enhancement with Ontario Provincial Police (Staff Report CAO2024-05)

Recommendation: THAT By-law No. 2024-057, being an By-law to authorize the execution of an Agreement for the provision of additional services under Section 17(2) of the Community Safety and Policing Act between The King in Right of Ontario as represented by the Solicitor General and the Corporation of the Town of Collingwood, be enacted and passed this 22nd day of July, 2024.

[BL2024-057 OPP Services Contract](#)

10. Departmental Updates

10.1. Emergency Management Plan -- Updates Related to Heritage



11. Consent Agenda

General Consent Items

A general correspondence list can be viewed on the Agenda and Meeting Portal at <https://collingwood.civicweb.net/filepro/documents/116037/>. This Correspondence List includes items considered as bulk communications not specific to the Town of Collingwood and is of a general nature, and are not included in the Consent Agenda below.

Recommendation: THAT Council herein receive the General Consent Agenda;

AND FURTHER that the information and opinions provided in the General Consent Agenda Items are that of the author(s) and are not verified or approved as being correct.

11.1. BIA Board of Management re: Arts Centre Feasibility Study

[BIA - Arts Centre](#)

- 11.2. **BIA Board of Management re: Support for the Draft Community Based Strategy Plan**
[BIA -Community Based Strategic Plan](#)
- 11.3. **County of Simcoe Report - 10-Year Affordable Housing and Homelessness Prevention Strategy**
[Release - County releases final annual report on 10-Year Affordable Housing and Homelessness Prevention Strategy](#)
- 11.4. **KLM Planning re: 2024 Development Charges Review**
[KLM Letter to Town of Collingwood on DC's July 5, 2024](#)
- 11.5. **P Shaw Letter - Collingwood Arts Centre**
[P Shaw Letter - Collingwood Arts Centre](#)
- 11.6. **Proclamation: Collingwood Pride Weekend**
[Proclamation - Collingwood Pride Weekend](#)

12. **County Report**

County Council agendas and minutes can be found on the [Simcoe County Council Portal](#). (first meeting of the month)

13. **Motions**

13.1. **Councillor Jeffery: Tree Replacement Policy**

Recommendation: THAT an appropriate policy regarding tree replacement town-wide for municipally owned and controlled properties be instituted to enforce trees to be replaced at a two to one ratio or using a scientific method that ensures similar environmental benefits.

13.2. **Councillor Doherty: AMO/OMA Joint Resolution**

Recommendation: THAT notice be waived for the consideration of a motion to support AMO and OMA in their efforts in petitioning the Province to fund health care and address physician shortages in Ontario.

Recommendation: WHEREAS the state of health care in Ontario is in crisis, with 2.3 million Ontarians lacking access to a family doctor, emergency room closures across the province, patients being de-rostered and 40% of family doctors considering retirement over the next five years;

AND WHEREAS it has becoming increasingly challenging to attract and retain an adequate healthcare workforce throughout the health sector across Ontario;

AND WHEREAS Ontario municipal governments play an integral role in the health care system through responsibilities in public health, long-term care, paramedicine, and other investments;

AND WHEREAS the percentage of family physicians practicing comprehensive family medicine has declined from 77 in 2008 to 65

percent in 2022;

AND WHEREAS per capita health-care spending in Ontario is the lowest of all provinces in Canada;

AND WHEREAS a robust workforce developed through a provincial, sector-wide health human resources strategy would significantly improve access to health services across the province;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of Collingwood urge the Province of Ontario to recognize the physician shortage in Collingwood and Ontario, to fund health care appropriately and ensure every Ontarian has access to physician care.

[AMO OMA Joint Resolution re Physician Shortage in Municipalities](#)

14 Move into Committee of the Whole

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Public engagement and discussion is encouraged under this section of the agenda with any recommendations being ratified at the next meeting. The public are able to address the Committee on any staff report following the presentation by staff and allowed 5 minutes to speak.

If you wish to participate virtually, please view the meeting using the following link:
<https://us02web.zoom.us/j/87099182326?pwd=dI4RaF2LJtamiWYASNgmBxpVTpGwkV.1>

Or Telephone: 1-647-558-0588 or 1-647-374-4685

Webinar ID: 884 2064 3754 Passcode: 760782

This link allows you to participate in the ZOOM Webinar as a participant. Please ensure you have good connectivity and audio functionality on the device (smartphone, laptop, tablet, etc.) you will be using. Depending on your device you may need to download the ZOOM App ahead of the meeting.

14.1 Move into Committee of the Whole

14.1.1 Motion to move into Committee of the Whole (Mayor Hamlin)

Recommendation: THAT Council herein move into Committee the Whole Session.

14.2 Staff Reports

14.2.1 Community Based Strategic Plan presentation, *Strategy Corp.*

Recommendation: THAT the Committee of the Whole supports the Draft Community Based Strategic Plan as presented, and recommends the Plan be forwarded to Council for final consideration on July 29, 2024.

[Draft Strategic Plan](#)

- 14.2.2 CAO2024-05 Status Report Operational Plan 2024 - Q2 Status Update

Recommendation: THAT Staff Report CAO2024-05, Operational Plan 2024-Q2 Status Update, be received for information.

[CAO2024-05 Operational Plan 2024-Q2 Status Update](#)

- 14.2.3 P2024-21 Adopted 2023 Town of Collingwood Official Plan – Proposed Modifications

Recommendation: THAT Report P2024-21 “Adopted 2023 Town of Collingwood Official Plan – Proposed Modifications” dated July 22, 2024, be received;

AND THAT the County of Simcoe be advised that Council endorses the proposed modifications to the adopted 2023 Town of Collingwood Official Plan and outlined in Report P2024-21.

[P2024-21 OP Modifications Staff Report](#)

- 14.2.4 P2024-20 Heritage Designation of 362 Peel Street

Recommendation: THAT Report P2024-20 “Heritage Designation of 362 Peel Street” dated July 22, 2024 be received;

AND FURTHER THAT Council enacts and passes the by-law attached as Appendix “A” to Report P2024-20 to designate the property municipally known as 362 Peel Street as a property of “cultural heritage value or interest” under Section 29 of the Ontario Heritage Act.

[P2024-20 - Heritage Designation By-law for 362 Peel St](#)

- 14.2.5 P2024-19 Proposed Zoning By-law Amendment – 58 Saint Paul Street (Proposed Three-Unit Residential Building) Town File No. D140123

Recommendation: THAT Report P2024-19, “Proposed Zoning By-law Amendment – 58 Saint Paul Street” dated July 22, 2024 be received;

AND THAT the amending Zoning By-law, attached as Appendix “A” to this Report be enacted and passed.

[P2024-19 Zoning By-law Amendment - 58 Saint Paul Street](#)

- 14.2.6 T2024-17 Non-Core Asset Management Plan

Recommendation: THAT Staff Report T2024-17, 2024 Non-core Asset Management Plan (AMP), be received for information and discussion.

AND THAT staff be directed to incorporate the Non-core Asset Management information substantially in this format to the Town’s Asset Management Plan

[T2024-17 - Non-Core Assets](#)

14.3 Deputations (unregistered)

**Unregistered deputations are provided 5 minutes to address Council.*

14.4 Reports/Minutes of Other Committees/Boards

14.4.1 **Recommendation: THAT** the following minutes of Other Committees and Boards be received and the recommendations contained be approved:

- Trails & Active Transportation Advisory Committee - June 13, 2024
- Collingwood Downtown BIA Board of Management - June 13, 2024

[Minutes - Trails & Active Transportation Advisory Committee - 13 Jun 2024](#)

[Minutes - Collingwood Downtown BIA Board of Management - 13 Jun 2024](#)

14.5 Old or Deferred Business

14.6 Other Business

14.7 Notice of Motions

14.7.1 Councillor Potts re: Follow-up from the Keep Collingwood Clean Deputation

Recommendation: WHEREAS the Keep Collingwood Clean Citizens Group provided a deputation to Council on June 17th, 2024 and requested consideration of a number of community initiatives;

BE IT RESOLVED THAT Council direct Staff work with representatives of the Keep Collingwood Clean Citizen Group, and BIA as appropriate, to propose initiatives in the 2025 budget for Council's consideration including installing cigarette receptacles, where permitted, and increase signage and education for no smoking in designated public places in accordance with the Smoke Free Ontario Act and in particular around the Enviro Park at Sunset Point Park and Central Park;

AND THAT Council support staff in strengthening construction management plans to ensure that developers are accountable for maintaining a construction site where litter is contained and disposed of appropriately, subject to the satisfaction of the municipal solicitor, and that within normal communications with the business community that they are encouraged to keep Collingwood clean and to minimize litter;

AND THAT Council petition the appropriate Orders of Government to advocate for stronger rules and/or tools to encourage businesses to eliminate single use take aways, as well as explore options to encourage the return and recycling of disposable vapes and vape cartridges.

14.8 Rise from Committee of the Whole

14.8.1 Motion to rise from Committee of the Whole (Councillor Doherty)

Recommendation: THAT Council herein rise from Committee of Whole and return to the regular Council meeting.

15. In-Camera

15.1. Proceed In-Camera

**May not be required pending Council's decision re: Linksview*

Recommendation:

WHEREAS the Clerk hereby concurs the reason(s) for the in-camera session have been duly reviewed and considered and the matters are authorized under the exception provisions to conduct a closed session in accordance with the Municipal Act prior to proceeding into closed session;

THEREFORE BE IT RESOLVED THAT this Council proceeds in camera in order to address a matter pertaining to:

- litigation or potential litigation, including matters before administrative tribunals, affecting the Town or a Local Board;
- the receiving of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

Items for discussion: Linksview Draft Plan of Subdivision Extension - OLT

15.2. Rise (and Report if available)

Recommendation: THAT Council herein rise from in-camera and return to open session.

16. Confirmatory By-Law

16.1. Recommendation: THAT By-law No. 2024-058, being a by-law to confirm the proceedings of the regular meeting of Council held July 22, 2024, be enacted and passed this 22nd day of July, 2024.

[BL2024-058 Confirmatory](#)

17. Adjournment



TOWN OF COLLINGWOOD

Council - Committee of the Whole Minutes

Monday, July 8, 2024

“Collingwood is a responsible, sustainable, and accessible community that leverages its core strengths: a vibrant downtown, a setting within the natural environment, and an extensive waterfront. This offers a healthy, affordable, and four-season lifestyle to all residents, businesses, and visitors.”

A regular meeting of Council - Committee of the Whole was held Monday, July 8, 2024, in the Council Chambers, 97 Hurontario St. and by Videoconference commencing at 2:00 PM for the specific reasons provided below.

Council Present:

Mayor Hamlin
Deputy Mayor Fryer
Councillor Jeffery
Councillor Doherty
Councillor Houston
Councillor Potts
Councillor Ring
Councillor Baines
Councillor Perry

Council Absent:

Staff Present:

Sonya Skinner, CAO
Sara Almas, Director, Legislative Services/Clerk
Monica Quinlan, Treasurer
Summer Valentine, Director of Planning, Building and Economic Development
Peggy Slama, Director, Public Works, Engineering & Environmental Services
Karen Cubitt, A. Director, Parks, Recreation and Culture

1. Call of Council to Order

Mayor Hamlin called the meeting to order at 2:00 p.m. and Councillor Potts provided the recognition and acknowledgement of the traditional territory of the Indigenous peoples.

2. Adoption of the Agenda

2.1. Motion to adopt agenda

RES-327-2024

Moved by Councillor Baines

Seconded by Councillor Ring

THAT the content of the Council-Committee of the Whole Agenda for July 8, 2024 be adopted as amended.

- Replaced Item 9.1 (DC Report & By-law)
- Added Item 14.2.1 (Arts Centre Feasibility Study) & 14.4.1 (Committee Minutes)

CARRIED.

3. Declarations of Pecuniary Interest

Note: In accordance with the Council Code of Conflict, Procedural By-law and the Municipal Conflict of Interest Act, Council members must file with the Clerk a written statement of the conflict, for inclusion on the Conflict of Interest Registry.

None.

4. Community Announcements

4.1. Council reported on various community announcements and events.

5. Deputations

5.1. Town-Wide Development Charges, *Agent: Kory Chisholm re: Eden Oak (Raglan) Inc.*

Kory Chisholm, MHBC Planning on behalf of Eden Oak (Raglan) Inc. owners of the approved subdivision located at 452 Raglan Street, Collingwood, expressed concern with the proposed increases in development charges and the overall impact on housing prices and affordability within the Town. With the applicable development charges being frozen for a period of two years following the approval date of the subdivision being October of 2023, they are requiring consideration to prepay existing charges or be provided with an extension past the two years if needed.

5.2. Draft Plan Extension - Mair Mills Village/Panorama South, Agent: Shelley Wells, Plan Wells Associates

**Deputation addressed under Staff Report P2024-16 Draft Plan Extension - Mair Mills Village/Panorama South*

6. Public Meetings

None.

7. Adoption of Minutes

7.1. Council Minutes

7.1.1.

RES-328-2024

Moved by Councillor Perry

Seconded by Councillor Houston

THAT the minutes of Council-Committee of the Whole meeting held June 17, 2024 (excluding Committee of the Whole recommendations), the special meeting of Council held June 20, 2024 and the Council meeting held June 24, 2024, be approved as presented.

CARRIED.

7.2. Business Arising from Previous Minutes

None.

7.3. Approval of Committee of the Whole Recommendations

7.3.1. Committee of the Whole June 17, 2024

RES-329-2024

Moved by Councillor Jeffery

Seconded by Councillor Potts

THAT the Committee of the Whole recommendations from its meeting held June 17, 2024 contained within the June 17, 2024 Council minutes be hereby approved as presented.

- T2024-15 Town Wide Development Charges - Revised Rates
- PRC2024-06 Shipyards Public Realm Plan
- CAO2024-05 Agreement for Municipal Policing Enhancement with Ontario Provincial Police
- 2023 Financial Statements/Audit

CARRIED.

8. Staff Reports

None.

9. By-Laws

9.1. Town-Wide Development Charges By-law

Treasurer Quinlan noted updates to the rates provided based on comments received from the development community and addressed questions of Council with regard to the extension request of the deputation, how to apply new services to the by-law, and tools applicable to affordable housing and rental units and how to determine loss revenue from their use.

RES-330-2024

Moved by Councillor Jeffery
Seconded by Councillor Baines

THAT Staff Report T2024-16, Town Wide Development Charges – Developer Comments received be received for consideration and information.

AND THAT By-law No. 2024-050, being a By-law to establish development charges for the Corporation of the Town of Collingwood, be enacted and passed this 8th day of July, 2024.

AND THAT Council through its approval of the DC Background Study, as amended, has given consideration of the use of more than one Development Charge By-law to reflect different needs for services in different areas, also known as “area rating” or “area specific development charges”, and has determined that for the services, and associated infrastructure proposed to be funded by development charges under this by-law, that it is fair and reasonable that the charges be calculated on a municipal-wide uniform basis;

AND FINALLY THAT Council approve the capital program included in the DC Background Study, as amended, which indicates Council's intention that an increase in the need for service will be met as required under paragraph 3 of Section 5(1) of the Development Charges Act, 1997 and Section 3 of Ontario Regulation 82/98. This approval shall be subject to further annual review during the capital budget process.

CARRIED.

9.2. Canada Community Building Fund (Former FGT) Municipal Funding Agreement

Treasurer Quinlan provided a brief review of the Canada Community Building Fund and clarified the funding amount to be \$780,000. Councillor Jeffery noted the work being undertake by FCM to increase funding and increased communications and reporting required for municipalities with a population of 30,000 or more receiving this funding.

RES-331-2024

Moved by Councillor Potts
Seconded by Councillor Doherty

THAT By-law No. 2024-051, being a By-law to authorize the execution of a Municipal Funding Agreement for the transfer of Canada Community Building Funds, be enacted and passed this 8th day of July, 2024.

CARRIED.

9.3. International Brotherhood of Electrical Engineers Wastewater Revised Collective Agreement

RES-332-2024

Moved by Deputy Mayor Fryer
Seconded by Councillor Perry

THAT Staff Report CCS2024-03, Collective Agreement By-Law – International Brotherhood of Electrical Workers (Wastewater) be received;

AND FURTHER THAT By-Law No. 2024-055, being a by-law to renew a collective agreement between the Corporation of the Town of Collingwood and International Brotherhood of Electrical Workers (IBEW), Local 636, representing the Wastewater section, for the period April 1, 2024 to March 31, 2028, be enacted and passed this 8th day of July, 2024.

CARRIED.

10. Departmental Updates

10.1. Poplar Health & Wellness Village MZO Update, *Director Valentine*

Director Valentine provided an update to the Poplar Health & Wellness Village MZO noting that Staff continue to work with the Province to provide information that allows the Ministry of Municipal Affairs and Housing to monitor and assess the progress of development; the proponent is working on submission of a block plan and continues to work with the Hospital and design team to finalize the Gift Agreement and location of a future Hospital on the site; and that servicing capacity allocation has not yet been committed and will be considered through the Servicing Capacity Allocation Policy (SCAP) once the planning phase proceeds.

10.2. Museum 2023 Annual Report, *Museum Supervisor Melissa Shaw*

Museum Supervisor Shaw provided the annual report to Council on the activities of the Museum throughout 2023 based on the goals and objectives of its Master Plan and vision statement.

10.3. Maintenance of Rear Lanes, *Director Slama*

Director Slama reviewed the current open right-of-ways, identified the conditions of the six lanes and level of maintenance currently provided by the Town. Improvements to these lanes would be considered a local improvement with any increase to level of service to these lanes requiring dedicated operational budget and consideration in the Asset Management Plan. Comments and questions of Council included providing proper maintenance to accommodate emergency repairs, the need to work with residents to achieve their goals for the use of the lanes and provide a consistent approach to the maintenance of the lanes that meets the needs of all affected property owners.

11. Consent Agenda

General Consent Items

A general correspondence list can be viewed on the Agenda and Meeting Portal at <https://collingwood.civicweb.net/filepro/documents/143821/>. This Correspondence List includes items considered as bulk communications not specific to the Town of Collingwood and is of a general nature, and are not included in the Consent Agenda below.

RES-333-2024

Moved by Councillor Baines

Seconded by Councillor Houston

THAT Council herein receive the General Consent Agenda;

AND FURTHER that the information and opinions provided in the General Consent Agenda Items are that of the author(s) and are not verified or approved as being correct.

11.1 Proclamation: St. John's Ambulance Week

11.2 Proclamation: Collingwood Music Festival Week

11.3 BILD re: Town of Collingwood Development Charges Review

11.4 Joint Water Committee Minutes

CARRIED.

12. County Report

County Council agendas and minutes can be found on the [Simcoe County Council Portal](#). (first meeting of the month)

- 12.1. Deputy Mayor Fryer provided an update on the temporary housing complex to be located on Campbell Street with the operating agency to be determined, and first occupancy aimed for September 2024 along with completion of landscaping and an open house of the facility. Council requested communications be shared with Council to be better informed when asked questions and noted the high level of interest from residents living in the area to participate in a Public Information Session at their earliest convenience . It was further noted that this is a County of Simcoe initiative and he would speak to them on how to proceed.

13. Motions

- 13.1. Sixth Street Reconstruction (reconsideration), Mayor Hamlin

Deputy Mayor Fryer assumed the Chair.

Mayor Hamlin provided a brief explanation to the reconsideration specific to the issue of the trees with the current design.

RES-334-2024

Moved by Mayor Hamlin

Seconded by Councillor Jeffery

THAT Council reconsider the previous decision of Council related to the reconstruction design of Sixth Street.

(Proceed with the following motion, subject to a 2/3rds majority vote to permit the reconsideration)

DEFEATED. (2/3 vote required)

14. Move into Committee of the Whole

Public engagement and discussion is encouraged under this section of the agenda with any recommendations being ratified at the next meeting. The public are able to address the Committee on any staff report following the presentation by staff and allowed 5 minutes to speak.

14.1. Move into Committee of the Whole

14.1.1. Motion to move into Committee of the Whole (Mayor Hamlin)

RES-335-2024

Moved by Councillor Baines

Seconded by Councillor Potts

THAT Council herein move into Committee the Whole Session.

CARRIED.

14.2. Staff Reports

14.2.1. PRC2024-07 Collingwood Arts Centre Feasibility Study Phase 3 Report

Colliers Consultant, Dean Playter, provided an overview of the concept designs of a proposed Arts Centre within the Pine Street parking lot with an option to connect the Arts Centre to Hurontario Street through the municipal lot at 84 Hurontario Street.

Chair Doherty called for public comment:

John MacMurchy expressed his support for the Arts Centre and the value it would add to the community, noting there is enough private money to build this along with creative ways to access this money.

Sherrie Robin expressed her support for the Arts Centre and the importance for youth exposure to the performing arts and immerse youth in culture as a creative outlet locally.

John Kirby noted the importance of reviewing the document and analysis provided before a decision is made and options of what can be done in the short term to have a viable project to move forward with.

Thom Vincent expressed his support for the suggested size and location of the Arts Center and suggested the parking space cost analysis be reviewed. Vincent reiterated that this Centre would be a Centre for the Region not just Collingwood and felt there would be the ability to raise the necessary funds for the project.

Linda Murphy expressed her support for the Arts Centre specific to families who are raising future artists in Collingwood and region and the proposed facility could be the center for arts in the South Georgian Bay Region.

Rob Hart expressed his support for the facility, and the need to have a home for all the local arts and culture groups in the Collingwood and Region. As a member of the Steering Committee, Hart noted that there were lots of discussions and the complete details have not been fully scrutinized as it was a complete 'wish list' that was presented, and hard decisions may need to be made on what is really important to ensure that an Arts Centre can be constructed in Collingwood.

Lee Bertouche expressed support for an Art Centre and advised that years ago he presented with a neighbour a similar concept in which the neighbour was willing to pay 50% of the capital for a Centre which unfortunately did not receive Town support. Bertouche noted that with appropriate fundraising we could find a way to build the proposed facility.

Charlie Gudaitis expressed his support for this important report however it does need to be vetted further, funding opportunities and subsidies explored to ensure the proposed Arts Centre can be built for our youth as there is a tremendous need.

John Megarry noted an assessment of the viability of fundraising needs to be reviewed knowing the wealth in Collingwood, public funding is feasible in the range of \$10M from community support.

Council reviewed various considerations, scope, size, location, parking, heritage impacts, sight lines, timing of the Downtown Masterplan, Master Mobility and Transportation Project, strategic financial plan, as well as considering a phased approach, potential discussions with the school boards, and setting an upset limit for an Arts Centre for the scoped reduction.

RES-336-2024

Moved by Councillor Potts

Seconded by Councillor Jeffery

THAT Staff Report PRC2024-07, Collingwood Arts Centre Feasibility Study Phase 3 Report, be received;

AND THAT Council approves an expenditure of \$40,000 from the Arts and Culture Legacy Fund to extend the consulting services contract with Colliers Project Leaders to complete a prioritization and scope reduction exercise with respect to the options presented in the June 2024 Collingwood Arts Centre Business Case.

CARRIED.

Committee recessed at 4:35 p.m. and reconvened at 5:05 p.m.

14.2.2. **P2024-17 Municipally Initiated Quick Wins Housing Focused Zoning By-law Amendment**

Director Valentine provided a brief introduction on this important initiative and introduced Coordinator Claire DeSouza to provide the presentation. Coordinator DeSouza reviewed the proposed changes that will encourage more affordable housing opportunities in Collingwood.

Staff addressed questions and comments from Council regarding lot coverage, and need to advance the on-demand transit initiative.

RES-337-2024

Moved by Councillor Ring

Seconded by Councillor Houston

THAT Report P2024-17, "Municipally Initiated Quick Wins Housing Focused Zoning By-law Amendment" dated June 26, 2024, be received;

AND THAT the amending Zoning By-law, attached as Appendix A to this Report be enacted and passed.

CARRIED.

14.2.3. **Draft Plan Extension Presentation for the following 3 files: Bridgewater, Panorama South & Linksvie**

Director Valentine provided a brief overview, and introduced Steve Stone, Planner. Planner Stone provided the detailed review the Draft Plan Extension recommendations prior to all public comments.

P2024-15 Draft Plan Extension - Bridgewater

Chair Doherty called for public comments.

Duncan Bistow on behalf of the Blue Mountain Watershed Trust Foundation addressed the Committee and recommended that the decision and any development needs to be consistent with the new Official Plan policies.

Staff addressed questions and comments from staff including confirmation on the number of previous extensions, concerns with the lack of progress, current condo market conditions, impacts of the housing crisis, staff's position in one year, and could a smaller extension be granted.

RES-338-2024

Moved by Councillor Jeffery

Seconded by Councillor Houston

THAT Report P2024-15, "Draft Plan Approval Extension Request - Bridgewater - 11644 and 11700 Highway No. 26", dated July 8, 2024, be

received;

CARRIED.

RES-339-2024

Moved by Councillor Jeffery

Seconded by Councillor Houston

AND THAT in recognition of the housing crisis and the urgency at all levels of government to increase housing supply in the near term, Council approves a one year extension of Draft Approval for the Plan of Subdivision - Bridgewater (D12020124), including amendments to the associated conditions of draft plan approval and redline revisions to the draft approved plan as appended to this Report, to allow the proponent to demonstrate significant progress toward registering the first phase of development.

DEFEATED.

14.2.4. **P2024-16 Draft Plan Extension - Mair Mills Village/Panorama South**

Deputation: Shelley Wells, Consultant on behalf of the Applicant, reviewed the merits of an extension and requested the Committee's support.

Chair Doherty called for public comments:

Peter Graham, proponent, requested the Committee support a three year extension as one year is not sufficient, and may provide concern with continued support from their lender. He expressed their desire to get proceeding with the first phase however require more time.

Staff and proponents addressed questions and comments from Council including what is including in the first phase, what is the cause of the delay, cost sharing agreements, upgrades to Mountain Road and inclusive developments.

RES-340-2024

Moved by Councillor Jeffery

Seconded by Councillor Perry

THAT Staff Report P2024-16, "Draft Plan Approval Extension Request - Panorama - 260 Mountain Road", dated July 8, 2024, be received;

CARRIED.

RES-341-2024

Moved by Councillor Jeffery

Seconded by Councillor Perry

AND THAT in recognition of the housing crisis and the urgency at all levels of government to increase housing supply in the near term, Council approves a

one year extension of Draft Approval for the Plan of Subdivision - Panorama (D12020224), including amendments to the associated conditions of draft plan approval as appended to this Report, to allow the proponent to demonstrate significant progress toward registering the first phase of development.

DEFEATED.

RES-342-2024

Moved by Mayor Hamlin

Seconded by Councillor Potts

AND THAT in recognition of the housing crisis and the urgency at all levels of government to increase housing supply in the near term, Council approves a **three year extension** of Draft Approval for the Plan of Subdivision - Panorama (D12020224), including amendments to the associated conditions of draft plan approval as appended to this Report, to allow the proponent to demonstrate significant progress toward registering the first phase of development.

CARRIED.

Perry left the meeting at 6:29pm and returned at 6:32pm

14.2.5. **P2024-18 Draft Plan Extension - Linksview**

Kory Chisholm, Consultant on behalf of the applicant, MHBC Planning, noted his disagreement with the proposed recommendation and requested consideration for 7 years or a 3 year extension at the very least. Chisholm reviewed the merits of the development, impacts from the water capacity constraints, cost for external improvements, and concern with feeling penalized.

Eric Zui, on behalf of land owners, further disagreed with the recommendation to lapse the draft plan agreement, review of work undertaken to date, and concerns with losing financing if the extension request is not granted.

Katarzyna Sliwa, solicitor on behalf of the land owners, advised the Committee that her client has invested significant time and finances, with one extension requested to date due to COVID and water capacity challenges at the time. Sliwa expressed concerns with consistency and fair treatment for extension requests, and potential for an appeal to the OLT. Sliwa requested Committee support the 3 years extension to provide the needed time to complete the necessary work to advance the development.

Staff and proponents addressed questions and comments from Committee including ability to refer back to staff, future timeline for water availability, phase 1 progress, external infrastructure projects needed, front ending agreements, and timing up to 2030.

RES-343-2024

Moved by Councillor Potts
Seconded by Deputy Mayor Fryer

THAT Staff Report P2024-18, “Draft Plan Approval Extension Request – Linksview”, dated July 8, 2024, be received;

CARRIED.

RES-344-2024

Moved by Councillor Jeffery
Seconded by Councillor Houston

AND THAT Council **refer** the requested extension of Draft Approval for the Plan of Subdivision - Linksview (D12020324) to staff for further review.

CARRIED.

14.2.6. **C2024-07 Responsible Pet Ownership By-law Amendments**

Clerk Almas provided a brief review of the proposed amendments to the Responsible Pet Ownership By-law, and confirmed the positive impacts on resources that an online solution could provide, ensuring rabies vaccinations are verified, continued option for in-person dog tag applications, and minimal cost.

RES-345-2024

Moved by Councillor Baines
Seconded by Councillor Houston

THAT Staff Report C2024-07, Responsible Pet Ownership By-law Updates, be received and the proposed Amending By-law No. 2024-052 be authorized to proceed to the next regular meeting of Council for consideration.

CARRIED.

14.3. Deputations (unregistered)

Unregistered deputations are provided 5 minutes to address Committee.

- 14.3.1. Judy Shephard addressed the Committee to present her concerns with the Art Centre Feasibility Study recommendations, as she missed the Staff Report discussion earlier. Ms. Shephard expressed concern with the proposed location of the Pine Street Parking Lot, waiting until the Downtown Master Plan was completed, why the change from the previous Ste. Marie Street Parking lot, concern with accessibility of underground parking and overall parking impacts, money spent on consultant fees to date, waiting until appropriate transportation and flood studies are completed, and budgets are considered. Ms. Shephard noted that she is ultimately supportive of an Arts Centre just not what is being proposed.

14.4. Reports/Minutes of Other Committees/Boards

14.4.1.

RES-346-2024

Moved by Councillor Jeffery

Seconded by Councillor Perry

THAT the following minutes of Other Committees and Boards be received and the recommendations contained be approved:

- Accessibility Advisory Committee Meeting - March 21, 2024
- Accessibility Advisory Committee Meeting - April 18, 2024
- Collingwood Public Library Board - May 23, 2024
- Collingwood Heritage Committee - June 6, 2024
- Museum Advisory Committee - June 20, 2024

CARRIED.

14.5. Old or Deferred Business

14.5.1. Director Slama addressed questions regarding recent transit safety concerns in particular speeding around Sunset Point Park, and work with the service provider to ensure appropriate training and continued monitoring of service.

14.5.2. Director Slama addressed a question from Council regarding the direction provided for staff to investigate the status of trees along Sixth Street and potential opportunities for private tree planting programs. Director Slama noted the tree condition report details and discussions with legal regarding private property tree planting agreement opportunities that could be considered. Director Slama confirmed additional information may be available on the Engage website, and addressed concerns with impacts of tree pruning by external agencies.

14.5.3. Councillor Jeffery asked if consideration could be made to have a staff member speak to the property owner on Ste. Marie Street to explain the parking and new street line painting initiative to assist drivers that are exiting out on to the street safely.

14.5.4. Councillor Jeffery expressed a concern with increased bicycles on sidewalks in the Downtown. Staff confirmed that it is a joint effort with the Collingwood OPP.

14.6. Other Business

14.7. Notice of Motions

14.7.1. Councillor Potts advised that he would work with Clerk Almas to prepare a notice of motion to include on a future Council meeting regarding the requests received from the recent 'Keep Collingwood Clean' citizen group deputation.

14.7.2. Councillor Jeffery provided the following notice of motion regarding tree replacement:

THAT an appropriate policy regarding tree replacement town-wide for

municipally owned and controlled properties be instituted to enforce trees to be replaced at a two to one ratio or using a scientific method that ensures similar environmental benefits.

14.8. Rise from Committee of the Whole

14.8.1. Motion to rise form Committee of the Whole (Councillor Doherty)

RES-347-2024

Moved by Councillor Houston

Seconded by Councillor Ring

THAT Council herein rise from Committee of Whole and return to the regular Council meeting.

CARRIED.

15. Confirmatory By-Law

RES-348-2024

Moved by Councillor Baines

Seconded by Councillor Potts

THAT By-law No. 2024-054, being a by-law to confirm the proceedings of the regular meeting of Council held July 8, 2024, be enacted and passed this 8th day of July, 2024.

CARRIED.

16. Adjournment

16.1. Moved by Councillor Jeffery

THAT the regular meeting of Council/Committee of Whole be hereby adjourned 7:40 p.m. **CARRIED.**

Mayor

Clerk



TOWN OF COLLINGWOOD

Special Council Minutes

Wednesday, July 10, 2024

“Collingwood is a responsible, sustainable, and accessible community that leverages its core strengths: a vibrant downtown, a setting within the natural environment, and an extensive waterfront. This offers a healthy, affordable, and four-season lifestyle to all residents, businesses, and visitors.”

A special meeting of Council was held Wednesday, July 10, 2024, in the Council Chambers, 97 Hurontario St. and by Videoconference commencing at 3:00 PM for the specific reasons provided below.

Council Present:

- Mayor Hamlin
- Deputy Mayor Fryer
- Councillor Jeffery
- Councillor Doherty
- Councillor Potts
- Councillor Ring
- Councillor Baines
- Councillor Perry

Council Absent: Councillor Houston

Staff Present:

- Sonya Skinner, CAO
- Sara Almas, Director, Legislative Services/Clerk
- Amanda Pegg, Executive Director, Customer & Corporate Services
- Monica Quinlan, Treasurer
- Summer Valentine, Director of Planning, Building and Economic Development
- Peggy Slama, Director, Public Works, Engineering & Environmental Services
- Karen Cubitt, A. Director, Parks, Recreation and Culture

1. Call of Council to Order

Mayor Hamlin called the special meeting to order at 3:00 p.m. and Councillor Ring provided the recognition and acknowledgement of the traditional territory of the

Indigenous peoples.

2. Adoption of the Agenda

2.1. Motion to adopt agenda

RES-349-2024

Moved by Councillor Potts

Seconded by Deputy Mayor Fryer

THAT the content of the Special Council Agenda for July 10th, 2024 be adopted as presented.

CARRIED.

3. Declarations of Pecuniary Interest

None.

4. Strategic Planning Workshop

4.1. Introduction, CAO Skinner

CAO Skinner provided introductory remarks regarding the background including the input of the statistically significant survey, and the purpose and importance the Strategic Plan as Collingwood prepares for the future.

4.2. Review of Draft CBSP, Strategy Corp

Stacy Hushion, Vice President, Government Relations - Strategy Corp, provided a detailed review of the Strategic Plan process, framework and consultations that lead to the first full draft of the Community Based Strategic Plan.

4.3. Public Input

Jeanette Beck, addressed Council and Consultant to express her appreciate for the work and community consultation that was listened to and incorporated in this Community Based Strategic Plan.

4.4. Facilitated Discussion, Stacy Hushions, Strategy Corp.

Ms. Hushions facilitated discussion with Council in reviewing and taking feedback on the draft Vision, Mission & Values, and Framework and the various pillars and actions.

Council recessed at 4:46pm and reconvened at 5:00pm.

Ms. Hushions continued dialogue with Council and received input on the remaining pillars and actions.

4.5. Next Steps

Ms. Hushions advised Council that Strategy Corp will review all the Council feedback and prepare a revised draft that will be considered at the next Committee of the Whole

meeting for final community and Council input. She further noted that dependent on any additional changes needed, the final Plan could be approved as early as July 29th, 2024.

5. Adjournment

5.1. Moved by Councillor Jeffery

THAT the special meeting of Council be hereby adjourned at 6:15p.m. **CARRIED.**

Mayor

Clerk



TOWN OF COLLINGWOOD
Council Minutes
Monday, July 15, 2024

“Collingwood is a responsible, sustainable, and accessible community that leverages its core strengths: a vibrant downtown, a setting within the natural environment, and an extensive waterfront. This offers a healthy, affordable, and four-season lifestyle to all residents, businesses, and visitors.”

A regular meeting of Council was held Monday, July 15, 2024, in the Council Chambers, 97 Hurontario St. and by Videoconference commencing at 2:00 PM for the specific reasons provided below.

Council Present:

- Mayor Hamlin
- Deputy Mayor Fryer
- Councillor Jeffery
- Councillor Doherty
- Councillor Houston
- Councillor Potts
- Councillor Ring
- Councillor Baines
- Councillor Perry

Council Absent: None

Staff Present:

- Sonya Skinner, CAO
- Sara Almas, Director, Legislative Services/Clerk

1. Call of Council to Order
 Mayor Hamlin called the meeting to order at 2:00pm and Councillor Baines provided the land acknowledgement and recognition of the indigenous inhabitants and territories.

2. Adoption of the Agenda

2.1. Motion to adopt agenda

RES-350-2024

Moved by Councillor Potts

Seconded by Deputy Mayor Fryer

THAT the content of the Council Agenda for July 15, 2023 be adopted as amended:

- Item 4.1 Updated items for discussion.

CARRIED.

3. Declarations of Pecuniary Interest

- 3.1. Councillor Potts declared a conflict to Item 4.1. b) Facility Naming Petition for reasons provided in closed session.
- 3.2. Councillor Houston declared a conflict to Item 4.1 a) Land Acquisition Update for reasons provided in closed session.

4. In-Camera Session

- 4.1. Proceed In-Camera

RES-351-2024

Moved by Councillor Perry

Seconded by Councillor Jeffery

WHEREAS the Clerk hereby concurs the reason(s) for the in-camera session have been duly reviewed and considered and the matters are authorized under the exception provisions to conduct a closed session in accordance with the Municipal Act prior to proceeding into closed session;

THEREFORE BE IT RESOLVED THAT this Council proceeds in camera in order to address a matter pertaining to:

- personal matters about an identifiable individual, including municipal or local board employees; (b)
- a proposed or pending acquisition or disposal of land for Town or Local Board purposes; (a)
- litigation or potential litigation, including matters before administrative tribunals, affecting the Town or a Local Board; (d)
- advice that is subject to solicitor-client privilege, including communications necessary for that purpose; (c)(d)
- a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on, or to be carried, by or on behalf of the municipality or local board. (c)

Items for discussion: a) Land Acquisition Update; b) Facility Naming Petition; c) Oliver Crescent; d) OLT Matters Related to Extension Requests

CARRIED.

- 4.2. Rise in Public Session

*Note: During the In-camera Session, Councillors Jeffery and Baines declared a conflict with Item 4.1. b) Facility Naming Petition for reasons provided in-camera due

to the nature of the potential facility naming timing.

RES-352-2024

Moved by Councillor Baines

Seconded by Councillor Perry

THAT Council herein rise from in-camera and return to open session.

CARRIED.

5. Confirmatory By-Law

RES-353-2024

Moved by Councillor Potts

Seconded by Councillor Baines

THAT By-law No. 2024-056, being a by-law to confirm the proceedings of the special meeting of Council held July 10, 2024 and the regular meeting of Council held July 15, 2024, be enacted and passed this 15th day of July, 2024.

CARRIED.

6. Adjournment

6.1. Moved by Councillor Jeffery

THAT Council be hereby adjourned at 4:27pm. **CARRIED**

Mayor

Clerk



Staff Report C2024-07

Committee 2024-07-08

Council 2024-07-22

Amendments ☐

Submitted To: Committee of the Whole | Council
Submitted By: Sara Almas, Director of Legislative Services / Clerk
Prepared By: Adam Harrod, Acting Manager, By-law Services
Subject: Responsible Pet Ownership By-law Amendments

Recommendation

THAT Staff Report C2024-07, Responsible Pet Ownership By-law Updates, be received and the proposed Amending By-law No. 2024-052 be authorized to proceed to Council;
AND THAT By-law 2024-052, being a by-law to amend By-law 2012-016 Responsible Pet Ownership By-law, be enacted and passed this 22nd day of July, 2024.

Amendments

None.

1. Executive Summary

Staff Report C2024-02 By-law Services Review, approved on March 18, 2024, recommended an efficient and fully functional and integrated solution to support dog licensing and registration, be procured. A streamlined solution not only provides a better experience for dog owners but also creates efficiencies for both Service Collingwood and By-law staff. Integrated solutions are used by many Ontario municipalities, and throughout North America because of these benefits.

A fully integrated solution requires administrative updates to the current Responsible Pet Ownership By-law. The primary requirement for the change enables a dog tag to be purchased anytime of the year and be in effect for 365 days, versus an annual license effect January 1st to December 31st. The updates will also authorize the contractor to conduct the registration and renewal process on behalf of the Town, enabling a more

efficient and user-friendly dog licensing system. The updates also include some minor housekeeping items to be corrected.

2. Analysis

Background

Dog tag licensing serves various purposes aimed at improving animal control and supporting responsible pet ownership in Collingwood. Primarily, it increases the likelihood of returning lost dogs to their owners and upholds the safety of residents and their pets including ensuring dogs are vaccinated for rabies. Additionally, dog tag licensing helps subsidize the costs associated with delivering these services.

Currently, dog tag licensing is administered by the By-law Services Division, with significant support from Service Collingwood. Tasks related to the animal licensing include facilitating calls (concerns/inquiries), processing payments, assigning licences/tags, dog licence data entry, annual renewal mailouts, reporting and follow-ups for noncompliance. While some of these tasks will continue to require staff support, the number of in-person interactions is expected to decrease as the solution matures.

Analysis

Fully integrated animal licensing software systems have been deployed in over 58 Ontario Municipalities including many local municipalities, including the Township of Clearview, Town of Wasaga Beach, Township of Springwater, Town of New Tecumseth, Town of Shelburne, as well as larger municipalities such as Guelph, Newmarket, Cambridge, and Kingston.

General features of a fully integrated Animal Licensing Solution:

- Dog owners can customize dog tags, create pet profiles, pay for new/renewed licenses online, and access 24/7 technical support (residents can also license their dog at Town Hall or via mail).
- Unique registration codes on dog tags facilitate reuniting lost dogs with their owners through an online lookup system.
- The solution allows multiple dog licences to be processed concurrently and stores information (e.g., microchip number, spay/neuter status) to avoid redundancy in future applications.
- The system allows for flexible license expiration dates, valid for 365 days from the purchase date, accommodating residents purchasing licenses mid-year.

- Manages renewal reminders, mailing of dog tags, and communication with residents, significantly decreasing administrative tasks.
- Reduced calls and after-hour inquiries to By-law staff and Customer Service as the service provider handles found dog reports and owner contact.
- Encouraging online transactions will reduce in-person interactions, lowering the staff resources required for processing dog tags.

To enable the transition to an animal licensing solution, administrative updates to the Responsible Pet Ownership By-law 2012-016 are required to allow the service provider to administer dog licensing on behalf of the Town and to amend the license expiry to 365 days versus the fiscal year of January 1 to December 31st.

Specifically, sections 6.1, 6.2, 6.4-6.7, 6.9, 6.11-6.14, and 7.1 of the By-law are proposed to be deleted and replaced as detailed in draft By-law 2024-052. Updates include clarifying language and adding “or its agent” to allow the Town to enter into a contract with a service provider procured to deliver this service.

None of the changes noted above will impact the 136 lifetime dog tags that have been purchased by owners of dogs.

Financial Impacts

Without the updates to the existing Responsible Pet Ownership By-law, a software solution would require specific customization particularly to address the fiscal licensing requirements. The recommended by-law updates will result in a decrease of the start up fees by approximately 40% or \$2,000.00.

As experienced by other municipalities, having an integrated solution that is easily accessible online 24hrs/365 days of the year or in-person with Customer Service support, demonstrated an increase in the annual number of dogs licensed. The improved compliance rates will generate additional revenue through the increase in dog licensing. This additional revenue will offset the costs associated the new solution, and the administrative burden, particularly with Service Collingwood .

Conclusion

It is recommended that Council approve the proposed revisions to the Responsible Pet Ownership By-law 2012-016 to enable a fully integrated solution to support the administration of the dog tag licensing and renewal process and efficiently reuniting lost dogs with their owners.

3. Input from Other Sources

By-law Amendments reviewed by Department Heads on July 2nd, 2024, supporting staff report recommended.

4. Applicable Policy or Legislation

- *Municipal Act, 2001*, S.O. 2001, c. 25
- Responsible Pet Ownership By-law 2012-016
- Community Based Strategic Plan: Enhance Customer Service

5. Considerations

- | | |
|---|--|
| <input checked="" type="checkbox"/> Community Based Strategic Plan: | Progresses towards achieving CBSP Goal |
| <input checked="" type="checkbox"/> Services adjusted if any | Enhancement |
| <input checked="" type="checkbox"/> Climate Change / Sustainability: | Positive impact on climate change/sustainability (decreases GHG emissions) |
| <input checked="" type="checkbox"/> Communication / Engagement: | Advertisement/Notice will be provided |
| <input checked="" type="checkbox"/> Accessibility / Equity, Diversity, Inclusion: | Service Dog Licenses are No Charge |
| <input type="checkbox"/> Registered Lobbyist(s) relating to content: | Nil |

Next steps and future action required following endorsement:

By-law to be updated and posted by Legislative Services staff.

6. Appendices and Other Resources

Appendix A: Draft By-law No. 2024-052: Responsible Pet Ownership By-law Amendments

Resource 1: [Responsible Pet ownership By-law No. 2012-16](#)

7. Approval

Prepared By:

Adam Harrod, Acting Manager, By-law Services

Responsible Pet Ownership By-law Amendments
C2024-07

Page 5 of 12

Amanda Fone, Licensing and Compliance Officer

Reviewed By:

Sara Almas, Director of Legislative Services / Clerk

CAO Comments:

Endorsed, Amanda Pegg, Acting Chief Administrative Officer, July 3, 2024

Appendix A

**BY-LAW No. 2024-XXX
OF THE
CORPORATION OF THE TOWN OF COLLINGWOOD**



**Being a By-law to amend Responsible Pet Ownership
By-law No. 2012-06**

WHEREAS By-law No. 2012-016 was enacted and passed on January 30, 2012, to regulate animal control and promote responsible pet ownership in the Town of Collingwood.

AND WHEREAS Council has deemed it appropriate to amend By-law No. 2012-016 to provide an improved system of dog licensing and registration.

**NOW THEREFORE COUNCIL OF THE CORPORATION OF THE TOWN OF
COLLINGWOOD ENACTS AS FOLLOWS:**

1. **THAT** Section 6.1 of By-law No. 2012-016 be deleted and replaced with the following:

Current (Delete)

6.1 Every owner of a dog over the age of six (6) months shall, on or before the 31st day of January in each and every year, make application to licence and register the dog with the Town, or its agent, and provide particulars pertaining to the dog and its owner in order to facilitate the registration of such dog, and shall further make application and provide such information as may be necessary to the

Town.

New (Replace)

6.1 Every owner of a dog over the age of six (6) months shall, on or before the expiry date of the licence, make application to license and register the dog with the Town, or its agent, and provide particulars pertaining to the dog and its owner in order to facilitate the registration of such dog, and shall further make application and provide such information as may be necessary to the Town.

- 2. THAT** Section 6.2 of By-law No. 2012-016 be deleted and replaced with the following:

Current (Delete)

6.2 Every owner of a dog shall pay annually to the Town a licence fee in accordance with the Table of Fees as established and set out in Schedule A of this by-law or as amended in the Fees & Service Charges By-law.

New (Replace)

6.2 Every owner of a dog shall pay annually to the Town, or its agent, a licence fee as set out in the Town's Fees and Services By-law as amended from time to time.

- 3. THAT** Section 6.4 of By-law No. 2012-016 be deleted and replaced with the following:

Current (Delete)

6.4 Every owner of a dog shall, upon application for a dog licence, or as otherwise required by the Town, produce a certificate signed by a practicing veterinarian which clearly identifies the dog and shows that they are currently vaccinated against rabies. The certificate shall identify the animal, as in breed, colour, weight, etc., plus indicate the name of the licensed rabies vaccine used (trade name), serial number and duration of validity (up to 3 years). If a validity date does not appear on the certificate, then it will be considered a one year vaccine. A

veterinarian may also certify that a vaccination is currently effective based on antibody titre tests that show the dog has effective immunity.

New (Replace)

6.4 Every owner of a dog shall, upon request from the Town, or its agent, produce a certificate signed by a practicing veterinarian which clearly identifies the dog and shows that they are currently vaccinated against rabies. The certificate shall identify the animal, as in breed, colour, weight, etc., plus indicate the name of the licensed rabies vaccine used (trade name), serial number and duration of validity (up to 3 years). If a validity date does not appear on the certificate, then it will be considered a one-year vaccine. A veterinarian may also certify that a vaccination is currently effective based on antibody titre tests that show the dog has effective immunity.

- 4. THAT** Section 6.5 of By-law No. 2012-016 be deleted and replaced with the following:

Current (Delete)

6.5 The Town shall not issue a dog licence until the applicable licence fee has been paid in full and evidence of inoculation and the reproductive status has been provided to the satisfaction of the Town.

New (Replace)

6.5 The requirement to licence a dog shall not apply to police work dogs.

- 5. THAT** Section 6.6 of By-law No. 2012-016 be deleted and replaced with the following:

Current (Delete)

6.6 When the requirements for licensing have been met and necessary application information has been received for the registration of such dog, the Town shall issue

for each dog, a serially numbered licence tag and shall cause such information, as provided, to be recorded.

New (Replace)

6.6 Once the requirements for licensing have been fulfilled, and all necessary application information for the registration of the dog has been received, the Town, or its agent, will issue a numbered licence tag and ensure that all relevant information is properly recorded.

- 6. THAT** Section 6.7 of By-law No. 2012-016 be deleted and replaced with the following:

Current (Delete)

6.7 At all times when the dog is not on the owner's property, the owner shall cause it to wear a current licence tag issued by the Town, and the licence shall be securely attached by means of a collar, harness or other means.

New (Replace)

6.7 Whenever the dog is off the owner's property, the owner shall securely attach the licence tag to the dog's collar, harness, or any other appropriate means.

- 7. THAT** Section 6.9 of By-law No. 2012-016 be deleted and replaced with the following:

Current (Delete)

6.9 Every licence tag issued by the Town shall expire on the 31st day of December in the year for which it was issued.

New (Replace)

6.9 Unless a lifetime licence tag has been purchased and issued, every licence issued by the Town, or its agent, shall expire 365 calendar days from the date of purchase.

- 8. THAT** Section 6.11 of By-law No. 2012-016 be deleted and replaced with the following:

Current (Delete)

6.11 The licence fees shall be in accordance with the Table of Fees established and set out in Schedule A of this by-law or as amended in the Fees & Service Charges By-law.

New (Replace)

6.11 The licence fees shall be set out in the Town's Fees and Services By-law, as amended from time to time.

- 9. THAT** Section 6.12 of By-law No. 2012-016 be deleted and replaced with the following:

Current (Delete)

6.12 An owner of a dog shall register and obtain a licence tag from the Town for the dog within ten (10) business days from the date the owner took up residence in the Town of Collingwood or the owner acquires a dog that is required to be licenced.

New (Replace)

6.12 An owner of a dog shall register their dog with the Town, or its agent, within seven (7) days of either taking up residence in the Town of Collingwood or acquiring a dog that requires licensing.

- 10. THAT** Section 6.13 of By-law No. 2012-016 be deleted and replaced with the following:

Current (Delete)

6.13 An owner of a dog shall forthwith notify the Town of any changes with respect to any information provided in an application for a licence under this By-law. This includes but is not limited to, the owner's address and phone number.

New (Replace)

6.13 An owner of a dog shall immediately notify the Town, or its agent, of any changes with respect to any information provided in an application for a licence under this By-law.

11.THAT Section 6.14 of By-law No. 2012-016 be deleted and replaced with the following:

Current (Delete)

6.14 A licence tag shall be issued at no charge to any owner of a service dog, such as a seeing eye dog, or a hearing ear dog or other specialized needs dog or with respect to any police work dog trained for and actually engaged in law enforcement by any federal, provincial or municipal government agency.

New (Replace)

6.14 A licence shall be issued free of charge to owners of service dogs.

12.THAT Section 7.1 of By-law No. 2012-016 be deleted and replaced with the following:

Current (Delete)

7.1 Every owner of a dog, having lost the dog licence tag for the current year, shall immediately make an application to the Town for the replacement of such tag, and shall, upon request provide any information as may be required by the Town. The replacement fee for a replacement licence tag shall be in accordance with the Table of Fees established and set out in Schedule A of this by-law or as amended in the Fees & Service Charges By-law.

New (Replace)

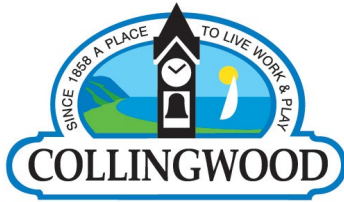
7.1 If an owner loses the dog's licence tag, the owner shall notify the Town, or its agent, and apply for a replacement tag. The fee for replacing a licence shall be set out in the Town's Fees and Services By-law as amended from time to time.

13. THAT this By-law shall come into full force and effect on the date of final passage hereof at which time all By-laws and/or resolutions that are inconsistent with the provisions of this By-law and the same are hereby repealed or rescinded insofar as it is necessary to give effect to the provisions of this By-law.

ENACTED AND PASSED this 22nd day of July, 2024.

MAYOR

CLERK



Staff Report P2024-17

Committee 2024-07-08

Council 2024-07-22

Amendments ☒

Submitted To:	Committee of the Whole Council
Submitted By:	Summer Valentine, Director, Planning, Building and Economic Development
Prepared By:	Claire de Souza, Housing Development Coordinator and Nathan Wukasch, Senior Planner
Subject:	Municipally Initiated Quick Wins Housing Focused Zoning By-law Amendment (Town-Wide) Town File No. D140423

Recommendation

THAT Report P2024-17, “Municipally Initiated Quick Wins Housing Focused Zoning By-law Amendment” dated June 26, 2024, be received;

AND THAT the amending Zoning By-law, attached as Appendix A, **as amended on date July 9, 2024**, to this Report be enacted and passed.

**Note the revised resolution (bold) post Committee of the Whole on July 8, 2024 to recognize minor updates to the proposed by-law.*

Amendments

Following the Committee of the Whole meeting on July 8, 2024, Planning Services has identified three areas in the proposed Zoning By-law Amendment that require minor amendments, summarized below:

1. The definition of a Stacked Townhouse was adjusted to more clearly differentiate between a townhouse dwelling with two or three Additional Residential Units

- (ARUs) and a stacked townhouse dwelling that may contain three, four, or more dwelling units under one roof.
2. A new general provision was added to the general provisions to clarify that regardless of the location of ARUs in detached accessory structures or within existing or planned dwellings, the maximum number of ARUs permitted on residential or rural zoned properties is three, voiding any perceived loopholes that would lead to more than the intended total of 4 dwelling units per property.
 3. The addition of the word “rural” was included in several locations within the proposed Zoning By-law Amendment to ensure ARU provisions apply to both residential and rural zoned properties.

Planning Services is satisfied that the Amendments are considered minor and do not alter the purpose or effect of the proposed Zoning By-law Amendment.

1. Executive Summary

The purpose of this Report is to provide Council with an analysis and recommendations regarding a proposed municipally initiated Zoning By-law Amendment that proposes housing focused regulatory changes to allow up to four dwelling units on serviced residential properties as-of-right and on rural properties where adequate servicing can be demonstrated, update zoning provisions related to Additional Residential Units (ARUs) and reduce minimum parking requirements for ARUs and Apartment Dwellings.

This proposed Town-wide Quick Wins Housing Focused Zoning By-law Amendment is being pursued for several reasons, including:

- recent changes to the *Planning Act* as a result of *Bill 23*, requiring municipalities to permit up to three dwelling units on serviced residential properties as-of-right,
- Council’s endorsement of the Affordable Housing Master Plan (AHMP) that recommends fast-tracking key housing related zoning by-law changes,
- recommendations from the Affordable Housing Task Force (AHTF), and

- the federal Housing Accelerator Fund, which requires the Town to implement policy and regulatory changes to achieve key housing goals in order to be eligible for the funding.

The proposed regulatory changes that comprise the Zoning By-law Amendment are summarized below and contained in a complimentary chart in Appendix B:

Definitions

A new definition is proposed for Additional Residential Unit (ARU), and definitions for Apartment Dwelling and Stacked Townhouse Dwelling are proposed to be amended. Terms to be deleted include Accessory Apartment, Second Unit, Coach House, Garden Suite, and Duplex Dwelling. The purpose of these changes is to incorporate the various additional housing types into one definition, thus simplifying the zoning by-law and enhancing usability for readers. The new proposed definition for ARU would reference previous terms used and terms that the public may be more familiar with to ensure clarity and to maintain consistency with any existing site-specific amendments that reference those terms.

Accessory Apartment and Second Unit provisions are proposed to be replaced by new provisions for Additional Residential Units within existing or planned dwellings and Additional Residential Units within detached accessory buildings.

Current Provisions vs. Proposed Amendments

Table 1: Overview of Proposed Changes

Zoning Provision	Current Regulation	Recommended Outcome of this Amendment
Number of ARUs	Maximum 1 unit, but <i>Bill 23</i> overrides this limitation, permitting up to 2 ARUs on serviced residential parcels	Maximum 3 ARUs
Location (detached)	No provisions currently exist	An ARU may be located within or attached to an accessory building,

		<p>provided it meets required setbacks and is on a lot with frontage on an opened and year-round maintained road.</p> <p>A maximum of two accessory buildings containing ARUs may be permitted per lot.</p> <p>An accessory building shall contain a maximum of two ARUs.</p>
Floor Area	<p>Detached: maximum 75 sq.m or 40% of the gross floor area of the main dwelling, whichever is lesser.</p> <p>Attached: 40% of the gross floor area of the main dwelling.</p>	Elimination of floor area maximums. Number and size of ARUs controlled by setbacks, lot coverage and setbacks, all of which have been generally maintained as they exist today or enhanced as per the below.
Front Yard Setback (detached ARUs)	Same as required for a main building (either 4.5 m or 6 m)	6 m but shall not be closer to the front lot line than the main building.
Interior Side Yard Setback (detached ARUs)	1 m	1.5 m
Exterior Side Yard Setback (detached ARUs)	Same as required for a main building (4.5 m)	3 m
Rear Yard Setback (detached ARUs)	1 m	1.5 m
Lot Coverage	15%	15%
Height	7 m	7.5 m or the height of the principal building on site, whichever is less.
Minimum Separation Distance	2 m	Elimination of minimum separation distance, standards set in the Ontario Building Code.

The effect of these amendments is to implement best practices that allow property owners to be innovative and accommodate up to 4 units within the existing building envelope, provided required parking can be met.

Parking Provisions:

Table 2: Overview of Proposed Parking Changes

Type of Use	Current Parking Requirements	Proposed Parking Requirements
Additional Residential Unit	1 space per accessory apartment / second unit	1 parking space per unit with no more than 2 parking spaces required for all Additional Residential Units.
Apartment Dwelling	1 parking space per dwelling unit plus an additional 0.25 spaces per dwelling unit for visitor parking.	0.5 parking spaces per dwelling unit plus an additional 0.25 parking spaces per dwelling unit for visitor parking. 0.5 bicycle spaces per dwelling unit up to a total maximum required of 20 bicycle spaces.

The purpose of the amendments to parking standards is to achieve a greater balance between space for people, cars and greenspace on properties in Town. By reducing parking requirements, there is greater flexibility for more housing options, reduced development costs, and streamlined processing.

The suite of proposed regulatory changes represents a significant shift in the way the Town regulates housing and parking. Although the proposed changes represent bold regulatory moves, change is anticipated to be slow and realized overtime. The goal of the proposed changes is to create more rental housing and improve affordability by providing greater flexibility for creating additional units on existing or planned lots and within existing buildings in the community. Although the proposed changes are intended to see positive impacts in the housing landscape, public benefits will also be realized in other aspects of the community. Encouraging gentle density and infill development can lead to increased household savings and affordability, attraction and retention of local workforce, intergenerational housing options for aging-in-place, transit supportive and

climate resilient development patterns that reduce sprawl, viability of local services and commercial stores, social connectivity, and infrastructure efficiencies.

This community is facing significant challenges attracting and retaining a workforce due to the rising costs of housing and without addressing the housing crisis, the Town also faces lower levels of diversity, equity and inclusion, and related environmental and social issues. The community has confirmed that doing nothing is not an option: the cost of inaction is far too great. Now is the time to be bold.

2. Analysis

Background

The Quick Wins Housing Focused Zoning By-law Amendment emerged from one of the recommendations of the Affordable Housing Master Plan (AHMP). The AHMP recommended the Town fast-track key housing focused regulatory changes in advance of the Comprehensive Zoning By-law Update. Since the completion of the AHMP in November 2023, the Town has been conducting several consultation sessions to inform the proposed regulatory changes.

Upfront Consultation

Focus Group with Georgian Triangle Development Institute (GTDI)

In March 2024, Town staff met with a focus group of the GTDI to introduce the continuum of potential regulatory changes that could be implemented through the Quick Wins Housing Focused Zoning By-law Amendment. During the discussions with the development community, the following key themes were noted:

1. Allow market demand to inform parking needs

Minimum parking requirements can be a limiting factor to the number of units that can be accommodated, site layout, quantity of green space and the level of affordability in residential developments. The Town could eliminate minimum parking requirements and allow developers to determine how many parking spaces are necessary based on peak demands, marketability of units with limited parking, access to transit, walkability, etc.

2. ARUs and parking districts

New and existing neighbourhoods may have limited space for additional parking needs as a result of allowing more ARUs. Consider exploring different parking districts whereby the parking requirements differ depending on walkability or access to transit.

3. ARUs roughed into new subdivisions

Allowing more ARUs may also encourage developers to rough-in ARUs into new subdivision developments. A potential solution could involve the requirement to offer packages with ARUs roughed-in for every model through conditions of draft approval, in case prospective buyers wish to complete an ARU in the new build. While this comment is not directly related to zoning, it is important to note that the proposed amendments apply to existing or planned dwellings, so would be permissive in nature for new subdivisions as well as established neighbourhoods.

Focus Group with the Affordable Housing Task Force (AHTF)

In April 2024, Town staff met with the AHTF to get early input on the array of possible changes that could be proposed through the Quick Wins Housing Focused Zoning By-law Amendment. The following themes were noted:

1. Support for Gentle Density and Infill

The Town should permit triplexes and fourplexes across all residential zones and not differentiate between geographic areas.

2. Parking is a market demand

Developers will put in parking if that is what they need to do in order to sell units. Street and boulevard parking is a municipal enforcement issue and should be treated as such.

3. Lot coverage and detached ARUs

Lot coverage is a deterrent to building detached ARUs and should be looked at as part of the proposed regulatory changes. Detached ARUs shouldn't be limited to one per property, larger lots in Town can accommodate more than one detached ARU.

4. Infrastructure and Servicing

Technical conversations with Town's Engineering and Environmental Services divisions are required to determine the water and sewer impacts from additional units as of right.

Affordable Housing Community Conversation

On May 13, 2024, the Town and the AHTF co-hosted an Affordable Housing Community Conversation to bring together community members to discuss the various possible proposed changes to the Zoning By-law. Nearly 50 community members from diverse backgrounds came out to further understand the proposed amendments and to provide their input. The following themes were noted:

1. Proposed Changes will improve housing supply

By allowing detached and attached ARUs on more lots in Town, we will see an increase in the rental housing supply which will in turn drive down prices.

2. Not everyone drives a car

Current parking requirements prioritize the parking of vehicles, over the movement of people. Not everyone in Town drives a car or needs a parking space where they live. Not requiring every ARU to have a parking space creates more opportunities for ARUs to be built, providing housing for a more diverse cross-section of the Town's population.

3. Overflow street and boulevard parking needs to be addressed

Vehicles owned by residents must go somewhere, and that will likely mean an increase in on-street parking as parking requirements are reduced. Although not

related to zoning, the Town needs to ensure that snow clearing, street trees, and waste removal are not impacted by overflow street and boulevard parking.

4. Challenges related to servicing, flooding, school capacity, etc.

Challenges related to water and wastewater servicing, Conservation Authority regulated areas, school capacity, and community character were common concerns related to the proposed changes.

Economic Development Roundtable

On May 29, 2024, the Town hosted an Economic Development Roundtable with a cross-section of local employers. The topic of the meeting was focussed on business supports; however, housing supports rose to the top of actions the Town could take to drive towards labour force sustainability across all economic sectors. Given that the nature of the discussion was not specifically focused on the Quick Wins Housing Focused Zoning By-law Amendment, the themes noted are more general in nature:

- Employers expressed an interest in having their voices heard when municipal decisions are being made around housing matters.
- Some employers desire to build employee housing on their land holdings but could face provincial policy barriers.
- Other employers are securing rental housing for employees throughout the Town as a recruitment and retention initiative.
- From a developer present, it was noted that the private sector will struggle to deliver affordable housing without deep subsidies, with the Town being encouraged to contribute financially (i.e. refund of fees, tax incentives, development charge waivers, etc.) and to eliminate any policy or regulatory barriers.
- Overall, it was suggested that the Town have a more focused discussion with employers around the issue of housing, which is tentatively scheduled for the fall. In the meantime, employers were encouraged to participate in the Quick Wins Housing Focused Zoning By-law Amendment process.

- When asked directly if their employees would benefit for more ARUs being available and if that type of housing was considered suitable, there was resounding agreement in the affirmative on both counts.

Discussions with Internal Departments

At the early stages of this project, Planning Services wanted to ensure that internal Departments were informed and consulted on the proposed changes to the Zoning By-law that may have implications on Town service provisions, including water and wastewater, and public transit services. In terms of water and sanitary services, there may be technical challenges involved with building ARUs on many lots in Town, due to the size of the existing water and sewer services. If the existing service to the property can not meet the new demand of additional units, property owners are responsible for upgrading their servicing in consultation with the Building Department and a professional engineer. Ultimately, the Ontario Building Code contains standards on the size of service required based on the number of fixtures in each unit.

At this stage, it is difficult to ascertain how these proposed changes will impact water and wastewater capacity. It is unclear how many properties in Town will build ARUs and over what time period. Even with the proposed regulatory changes allowing four residential units as-of-right, change is anticipated to be incremental. Planning Services will continue to work with the Building Department and Environmental Services through ongoing monitoring of ARUs and impacts on servicing capacity that may result.

Through the various consultation sessions, many individuals expressed interest in exploring distinct parking requirements for geographic areas, depending on proximity to transit stops. Planning Services met with staff responsible for public transit to understand the possibility of eliminating parking requirements in areas that are serviced by transit and the discussion identified that this may be premature at this time. The Town's on-demand transit service has not yet reached its full potential and given the infancy of the program and potential evolution of services in the future, a reduction or elimination of parking requirements depending on proximity to transit stops may not be appropriate at this time. Planning Services will continue to work with internal

departments to explore this opportunity during the comprehensive Zoning By-law Update.

The consultations conducted throughout this project have been instrumental in understanding the appetite for these regulatory changes by key stakeholders, internal departments and the public at large. The proposed regulatory changes were informed by the feedback and concerns raised at the various consultation sessions, along with the emerging research and best practices in other Ontario municipalities.

The Research

Gentle Density Housing (GDH) Toolkit

Small Housing B.C. and the Canadian Mortgage and Housing Corporation partnered to develop the GDH Toolkit, including the [Gentle Density Housing By-law Guide](#), which was foundational in developing the recommended regulatory changes proposed through this Zoning By-law Amendment. The guide was prepared to assist local municipalities establish policy and regulatory frameworks that encourage infill residential development and gentle density housing as a means of accommodating projected growth and achieving housing affordability and climate change goals. In order to manage growth appropriately and innovatively, zoning rules need to be updated to reflect the changing housing needs and supply deficits.

The GDH By-law Guide encourages a range of small-scale housing types to be permitted in either existing dwellings or detached structures and recommends simplifying the terminology of additional residential units to include the various housing forms. The GDH By-law Guide recommends different site standards (e.g. setbacks, lot coverage, building height, etc.) depending on various factors, to determine the right fit for individual communities. Additionally, the GDH By-law Guide suggests that municipalities explore removal of floor area ratios, which reduces restrictions on homeowners with smaller main dwellings or existing basement apartments and reduces the additional resources required to determine compliance during the building permit stage.

The GDH By-law Guide provides a range of community benefits that can arise from encouraging gentle density, including improved housing affordability, local workforce housing availability, increased transit ridership, greater viability of local services and commercial stores, improving housing options and intergenerational capacity, greater infrastructure efficiency, and emissions reductions.

The regulatory changes proposed in this Zoning By-law Amendment blend the recommendations from the GDH By-law Guide, with examples from other similarly scaled municipalities identified through a jurisdictional scan and the Town's current zoning provisions.

Other Municipalities

Due to recent legislative changes, more municipalities in Ontario are embarking on similar changes to their zoning by-laws to align with Provincial direction. During the research stage of the project, staff reviewed a wide range of municipal initiatives, including similar Zoning By-law Amendments either proposed or enacted in the City of Barrie, City of Orillia, City of Waterloo and the Town of The Blue Mountains to help inform the proposed regulatory changes.

Planning Analysis

The analysis section of this report provides a review of the proposed Zoning By-law Amendment relative to the planning policy framework and regulatory instruments as follows.

Planning Act

The proposed regulatory changes are in part, a result of changes to the Planning Act made through *Bill 23*. The Town is required to permit a up to three residential units on services residential properties but can voluntarily consider permitting

further ARUs. The *Planning Act* provides that Council in carrying out their responsibilities under the *Act* shall have regard to matters of provincial interest.

Planning Services is satisfied that the proposed regulatory changes have regard to the applicable matters of provincial interest and, more specifically, supports the following principles:

- (a) the protection of ecological systems, including natural areas, features and functions;
- (b) the protection of the agricultural resources of the Province;
- (f) the adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems;
- (h) the orderly development of safe and healthy communities;
- (h.1) the accessibility for persons with disabilities to all facilities, services and matters to which this Act applies;
- (j) the adequate provision of a full range of housing, including affordable housing;
- (o) the protection of public health and safety;
- (p) the appropriate location of growth and development;
- (q) the promotion of development that is designed to be sustainable, to support public transit and to be oriented to pedestrians;
- (r) the promotion of built form that,
 - (i) is well-designed,
 - (ii) encourages a sense of place, and
 - (iii) provides for public spaces that are of high quality, safe, accessible, attractive and vibrant;
- (s) the mitigation of greenhouse gas emissions and adaptation to a changing climate.

The proposed regulatory changes encourage infill development and gentle density Housing as a means to accommodate a significant amount of the Town's projected population growth, which promotes development patterns that use land and infrastructure efficiently. Accommodating growth in a compact manner allows for the preservation and protection of agricultural resources and large tracts of lands

containing natural heritage features and functions by reducing sprawl, creating accessibility communities that are transit supportive, affordable, and climate change resilient.

Planning Services are satisfied that the proposed amendments have regard to matters of provincial interest.

Provincial Policy Statement - 2020 (PPS)

The *Planning Act* provides that a decision of the Council of a municipality in respect of the exercise of any authority that affects a planning matter shall be consistent with the policy statements issued by the Province and shall conform with the provincial plans that are in effect or, at minimum, shall not conflict with them. The PPS identifies that healthy, liveable and safe communities are sustained (in part) by:

- promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term;
- accommodating an appropriate affordable and market-based range and mix of residential types (including additional residential units);
- avoiding development and land use patterns which may cause environmental or public health and safety concerns; and
- promoting the integration of land use planning, growth management, transit-supportive development, intensification and infrastructure planning to achieve cost-effective development patterns, optimization of transit investments, and standards to minimize land consumption and servicing costs.
- promoting development and land use patterns that conserve biodiversity and protect natural heritage features and functions.
- preparing for the regional and local impacts of a changing climate.

The proposed regulatory changes create greater flexibility in the type and location of housing in the Town, creating more housing options for the community. The changes will allow more housing units to be accommodated on existing or planned

lots in Town, encouraging gentle densification at a scale appropriate to existing neighbourhoods. The proposed amendments support intensification by increasing the development capacity of serviced residential lots, promoting efficient and cost-effective development patterns and encouraging a range of innovative housing types. The location of these proposed gentle density housing opportunities outside of potential natural hazards is addressed within the provisions of the amendment, thereby avoiding public health or safety concerns. As noted above, compact development forms reduce sprawl and by increasing density, are transit and active-transportation supportive, limiting the need for vehicle trips and contributing to climate resilient communities, as well as improved fiscal responsibility around asset management, by using existing infrastructure to the extent possible. As underscored by both the AHTF and the AHMP, providing a permissive policy and legislative framework to increase the potential for ARUs is one of the fastest ways that a municipality can improve housing supply and affordability.

Planning Services is satisfied that the proposed Zoning By-law Amendment is consistent with the PPS.

A Place to Grow: Growth Plan for the Greater Golden Horseshoe (August 2020)

The *Planning Act* provides that the Council of a municipality, in exercising any authority that affects a planning matter shall conform to the provincial plans that are in effect, or shall not conflict with them, as the case may be. A Place to Grow builds on the PPS to establish a land use planning framework for the Greater Golden Horseshoe that supports the achievement of complete communities, a thriving economy, a clean and healthy environment, and social equity. Guiding principles of A Place to Grow include, in part:

- supporting the achievement of complete communities that are designed to support healthy and active living and meet people's needs for daily living throughout an entire lifetime;
- prioritizing intensification and higher densities in strategic growth areas to make efficient use of land and infrastructure and support transit viability;

- supporting a range and mix of housing options, including additional residential units and affordable housing, to serve all sizes, incomes and ages of households;
- supporting and enhancing the long-term viability and productivity of agriculture by protecting prime agricultural areas;
- integrating climate change considerations into planning and managing growth such as planning for resilient communities and infrastructure.

The proposed regulatory changes support intensification and will encourage the provision of a diverse range and mix of housing options within the identified built boundary of Collingwood and in greenfield areas with purpose-designed dwelling units that would contain ARUs or rough-ins for future ARU construction. The proposed amendments are consistent with the concepts of complete communities and compact built form as outlined in the A Place to Grow Plan and highlighted in the previous two sections of this Report.

Planning Services is satisfied that the proposed amendments are in conformity with the policies of a Place to Grow.

County of Simcoe Official Plan

The County of Simcoe Official Plan contains policies relating to the orderly development of those areas that designated as Settlement, and particularly an emphasis on development directed to Primary Settlement Areas. The Town of Collingwood is identified as a Primary Settlement Area.

The County's Official Plan growth management strategy is based on four themes:

- Direction of a significant portion of growth and development to settlements where it can be effectively serviced, with particular emphasis on primary settlement areas;
- Enabling and managing resource-based development including agriculture, forestry, aggregates, and tourism and recreation;
- Protection and enhancement of the County's natural heritage system and cultural features and heritage resources, including water resources; and

- Development of communities with diversified economic functions and opportunities, and a diverse range of housing options.

The County's Official Plan identifies the need for a wide range of land uses in Settlements to provide an opportunity for people to live, work, shop and find recreation in one compact community and for Primary Settlement Areas to develop as complete communities that are transit-supportive and accessible through active transportation networks.

Moreover, the Plan states '*Intensification, or directing of development to the built-up area and serviced areas within settlement areas, contributes to compact development form*', and '*...local municipalities shall promote and facilitate intensification and efficient use of land in built-up areas...*'.

The proposed regulatory changes contribute to the efficient use of land and the achievement of complete communities, compact urban form and encouraging development which is transit-supportive and accessible through active transportation networks. The proposed amendments encourage gentle density housing, which will contribute towards achieving the County's minimum 40% intensification target for the Town of Collingwood and providing a wider range of housing types and price-points within the built-up area.

Planning Services is satisfied that the proposed amendments conform to the general intent and purpose of the County of Simcoe Official Plan. The proposed regulatory changes were circulated to the County of Simcoe and no concerns were raised with respect to conformity to the County's Official Plan.

Town of Collingwood Official Plan

Residential Policies

The overall function of the Residential designation is to allow for predominantly residential uses, providing a variety of housing options within a broad range of residential densities. Additionally, the goals and objectives of lands designated

residential include achieving population, employment, and density targets assigned to the Town by the Growth Plan for the Greater Golden Horseshoe, emphasize intensification and redevelopment opportunities before considering other designated growth areas, and to ensure a minimum of 40% of residential growth is directed to areas within the Town's identified built boundary.

Residential intensification is encouraged in the Collingwood Intensification Area and accessory apartments and second units are permitted. Furthermore, the Town's Official Plan recognize the importance of accessory apartments and second units in producing affordable housing outcomes.

Affordable Housing Policies

In support of achieving a minimum of 10% affordable housing units each year, the Town's Official Plan has established a set of policies that apply to all new residential development (S.4.3.2.3). The Town permits affordable housing across residential areas in Town and encourages innovative housing types, including accessory apartments and second units (ARUs) within existing or planned buildings and new subdivisions. The policies promote intensification by encouraging affordable housing to be located in close proximity to shopping, community facilities and public transit. The proposed amendments meet the intended objectives of this policy by encouraging more affordable housing through innovative housing types and supporting intensification through gentle density housing.

The current Official Plan does not have specific policy sections for accessory apartments or second units, but rather provides general permissions related to these housing types in residential areas. The Adopted New 2023 Official Plan aligns with Provincial direction for additional residential units and the proposed regulatory changes conform to the new Official Plan.

The Zoning By-law Amendment will not be in force and effect until the Adopted New 2023 Official Plan is approved.

Town of Collingwood Adopted New 2023 Official Plan

On December 11, 2023, a new Official Plan was adopted by Town of Collingwood Council. While not in force and effect until approved by the County of Simcoe, it provides additional context to understand if current decisions will be consistent with future land use designations and the long-term vision of the Town.

The new Adopted Official Plan includes ARU policies that align with the *Planning Act*, as amended by *Bill 23*. In recent months, several other legislative changes have been introduced, most notably the draft 2024 Provincial Planning Statement and *Bill 185: Cutting Red Tape to Build More Homes Act*, which received Royal Assent on June 6, 2024. Additionally, this proposed Zoning By-law Amendment takes a bold approach to regulatory changes, which must be reflected in the new Official Plan. Planning Services are considering several modifications to the ARU policies in the adopted Official Plan to ensure consistency with upper levels of policy and that the proposed Zoning By-law Amendment aligns with the Official Plan.

The modifications include allowing up to four residential dwelling units on residential and rural lots pending appropriate servicing, permitting ARUs in a both existing or planned dwellings or within accessory buildings, and removing maximum size restrictions on detached and attached ARUs. A separate Staff Report containing these modifications will be presented in a public forum to provide an opportunity for public input and to support transparent decision making.

Town of Collingwood Zoning By-law

Current provisions for “accessory apartments” and “second units” can be found in Section 4.40 of the Zoning By-law. The proposed Town-wide amendments will make changes to the entire Zoning By-law and will not seek any area-specific changes at this time. A detailed analysis of each of the proposed amendments as outlined in Table 1 is included below.

Definitions

The current Zoning By-law includes several definitions to describe the various kinds of additional residential units, including accessory apartment, second unit, coach house, garden suite, and duplex dwelling. The Zoning By-law Amendment proposes to delete these terms and introduce a new term and definition for Additional Residential Unit (ARU), that will incorporate the various additional housing types, thus simplifying the zoning by-law and enhancing its usability for readers. The new proposed definition for ARU would reference previous terms used and terms that the public may be more familiar with to ensure clarity and to maintain consistency with any existing site-specific amendments that reference those terms. Figure 1 below demonstrates the various kinds of housing types that are considered ARUs.



Figure 1: Examples of ARU. Source: GDH By-law Guide p.2.

The new proposed definitions will also include multi-unit housing types, such as triplexes and fourplexes. As depicted in Figures 2 through 5 below, multi-unit

buildings can be small-scale, compatible with existing neighbourhoods, and of an appropriate height.



Figure 2.



Figure 3.



Figure 4.



Figure 5.

Figures 2-5. Examples of small-scale, multi-unit buildings.

Number of Units

The current Zoning By-law restricts the number of units on a lot to a maximum of two – one main dwelling and one ARU. As mentioned previously, a combination of recommendations from the AHTF, legislative changes, funding opportunities, and the Town's recently completed AHMP has spurred the proposed regulatory changes to allow four residential units as of right, where appropriate water and wastewater servicing can be provided.

At a minimum, the Town must permit two ARUs per serviced residential lot, for a maximum of three dwelling units. This Zoning By-law Amendment proposes to increase the number of ARUs per serviced residential lot to three, for a maximum of four dwelling units and opens the door for ARUs in rural areas, pending sufficient private individual on-site services. More Ontario municipalities are adopting similar provisions to allow four units as-of-right as a way to increase the housing supply with the intent to impact purchase and rental prices and improve affordability. Barrie, Kitchener, Waterloo and Ottawa have all passed Zoning By-law Amendments to allow four units as-of-right on residential properties. Closer to home, the City of Orillia is currently undergoing a Zoning By-law Amendment to implement the City's Affordable Housing Action Plan and permit up to three dwelling units on residential lots, and the Town of The Blue Mountains has recently passed house-keeping amendments to allow three units on serviced residential properties as-of-right. Additionally, permitting up to four dwelling units per property was a pre-requisite for receiving Federal Housing Accelerator Funding (HAF). The Town was unsuccessful in an initial HAF intake in 2023, but there could be further HAF intakes, where four dwelling unit permission could be advantageous in obtaining funding.

Permitting more residential units on existing lots is known as gentle density or intensification and it involves increasing the development capacity on existing lots to accommodate growth in a sustainable manner that uses land and servicing efficiently, creates complete communities, supports transit and active transportation, and reduces reliance on personal vehicles. Compact communities result in less sprawl and increased climate resiliency and fiscal responsibility. Ensuring greenfield development can also be designed in a way to accommodate more residential units per lot ensures that lands newly opened for development can be utilized in the most efficient way possible, while recognizing the character of a smaller Town.

The Town's AHMP provides that the 2021 Census estimates that the Town of Collingwood has a deficit of 1,300 affordable housing units. Restrictive planning

policies, among other factors, has been identified as one of the main barriers to building more housing. Introducing progressive regulations that will allow greater opportunities for building ARUs and multiplex homes will encourage more “missing middle” housing that can house the Town’s workforce that is currently being priced out of the community.

Although this Zoning By-law Amendment proposes bold regulatory changes with respect to the number of dwelling units on residential properties, consultation with key stakeholders through focus groups, community conversations and public meetings along with best practices from other municipalities, indicate that creating more opportunities for gentle density housing in Town will have a positive impact on housing supply and affordability and will occur incrementally, allowing for change adjustment over time.

Location of Detached ARUs

The proposed Zoning By-law Amendment would allow a maximum of two detached ARUs to be built on serviced residential properties or rural properties where appropriate servicing can be demonstrated. This can take the form of two accessory buildings with one ARU in each or one accessory building with two ARUs total. The current provisions for detached accessory buildings allows a maximum lot coverage of 15%, which is not proposed to change through this Zoning By-law Amendment. Proposals to construct ARUs will have to accommodate additional units within the same building envelope. More information with respect to setbacks is provided below.

Floor Area

The current Zoning By-law restricts the maximum size of accessory apartments (ARUs within the main dwelling on a property) and second units (ARUs in detached accessory buildings). Accessory apartments are limited in size to a maximum floor area of 40% of the gross floor area of the single detached dwelling or semi-detached dwelling. Second units are limited in size to a maximum of 75

square metres but shall not exceed 40% of the gross floor area of the single detached dwelling. These provisions were designed to ensure that these apartments are accessory to the primary dwelling unit on the property. These size restrictions, specifically the gross floor area ratio is a limiting factor for building ARUs, as it depends on the size of the existing dwelling on the property.

The proposed regulations will eliminate the size maximums for ARUs, simplifying the process for building ARUs and promoting greater flexibility for homeowners, and eliminating the secondary apartment vs. primary dwelling relationship. In order to encourage more flexibility to accommodate housing on existing or planned lots, ARUs will instead be regulated through setbacks, lot coverage and height, in the same way that main buildings are in each parent zone. Without size restrictions placed on ARUs, purpose-built or converted triplexes and fourplexes will now be permitted on serviced residential properties under the same provisions as ARUs. This change aligns with best practices and mitigates community impact through setbacks, lot coverage and height, rather than size restrictions, and will support more housing opportunities on existing and planned lots.

Setbacks, Lot Coverage & Height

The Zoning By-law Amendment proposes modifications to the current provisions for detached ARUs, including changes to maximum building height and setbacks. The proposed development standards blend the recommendations from the GDH By-law Guide, best practices from other municipalities, and the Town's current zoning provisions to ensure the Town takes well-informed and appropriate approach to regulating ARUs.

The proposed development standards, as outlined in Table 3, ensure that appropriate setbacks, heights and lot coverage are being maintained for additional units in existing neighbourhoods. With more units permitted on residential lots as-of-right, it is important that appropriate setbacks are in place to minimize the impact on adjacent properties. The proposed changes are contained in Table 3 below. Staff would note that setbacks, height, and lot coverage for the main

dwelling are not proposed to be changed as part of this Zoning By-law Amendment. The effect is that additional residential units are permitted in the same building envelope that previously existed on the property, with the result being generally smaller, more affordable units.

Table 3: Proposed Development Standards for Detached ARUs

Development Standard	Current	Proposed Requirement
Maximum Building Height	7 m	7.5 m or the height of the principal building on site, whichever is less. * Maximum building height shall not exceed the height of the principal building
Minimum Front Yard Setback	Same as required for a main building (either 4.5 m or 6 m)	6 m but shall not be closer to the front lot line than the main building.
Minimum Interior Side Yard Setback	1 m	1.5 m
Minimum Exterior Side Yard Setback	4.5 m	3 m
Minimum Rear Yard Setback	1 m	1.5 m
Lot Coverage	15%	15%

Parking

The Zoning By-law sets out a minimum number of parking spaces required for specific land uses. The current minimum parking ratio for ARUs is one space per ARU, to ensure there is sufficient room on a lot to accommodate vehicles for each ARU, regardless of the number of parking spaces provided for the existing single detached, semi-detached or townhouse dwelling on the lot. The current minimum parking ratio for Apartment dwellings is 1 space per dwelling unit plus an additional 0.25 parking spaces per dwelling unit for visitor parking.

Through consultation with the development community, we learned that site layouts and the number of residential units that can be delivered is directly tied to the land available to meet the minimum parking requirements set out in the Zoning By-law. Due to high land costs, as well as the costs and technical challenges associated with underground parking, minimum parking requirements can cause delays and increase residential development costs significantly, which is then reflected in unit prices. By exploring a reduction in the number of parking spaces required for development, the Town can reduce barriers and development costs associated with building housing.

Many municipalities have been exploring reducing or eliminating minimum parking requirements as a way to streamline development processes, reduce the cost of development and encourage more units. Municipalities such as the City of Toronto, City of Kitchener, and the City of Barrie have significantly reduced or eliminated parking requirements for residential uses along key transit corridors or within downtown districts that are generally more walkable.

There is a constant tension between the number of units, the parking of vehicles and greenspace on lots. The figure below demonstrates how zoning regulations can be adjusted to achieve a better balance between cars, people and green space.



Figure 6: Balancing Priorities. Source: *GDH By-law Guide p.37.*

In recognition that a full elimination of parking requirements may not be appropriate for the Town at this time given that the transit system is relatively new and active transportation options continue to be expanded, staff have focused on the two housing types that are most likely to produce affordable units – ARUs and apartments – for the purposes of this Quick Wins Housing Focused Zoning By-law Amendment. While tying parking permissions to transit proximity may be effective in larger communities where transit routes have been established for decades and are unlikely to change, where on-demand transit is in place and continuing to evolve, future route changes are likely, and zoning is not adaptable to those circumstances. Nonetheless, staff will continue to investigate best practices in this area through the wider comprehensive Zoning By-law Update.

Further, while generalized data on the vehicle ownership for renter households was not available, staff were able to ascertain through the Town of Collingwood Statistics Canada Community Profile (2021) that 570 individuals commute to work as a passenger in a vehicle, 100 take public transit, 585 walk, 160 cycle and 185 use another method. Therefore, it is estimated that up to approximately 1,600

residents currently access their place of work by means other than a personal vehicle that they own and could avail themselves of units with reduced parking requirements. The proposed parking requirements are provided in Table 4 below:

Table 4: Proposed Parking Standards

Type of Use	Current Parking Requirements	Proposed Parking Requirements
Additional Residential Unit	1 space per accessory apartment / second unit	1 parking space for a single ARU. 1 additional parking space for a second ARU. No additional parking space for a third ARU.
Apartment Dwelling	1 parking space per dwelling unit plus an additional 0.25 spaces per dwelling unit for visitor parking.	0.5 parking spaces per dwelling unit plus an additional 0.25 parking spaces per dwelling unit for visitor parking. 0.5 bicycle spaces per dwelling unit up to a total maximum required of 20 bicycle spaces.

Summary

The suite of proposed regulatory changes represents a significant shift in the way the Town regulates housing and parking. Although the proposed changes represent bold regulatory moves, change is anticipated to be slow and realized overtime. The goal of the proposed changes is to create more rental housing and improve affordability by providing greater flexibility for creating additional units on existing lots and within existing buildings in the community. Although the proposed changes are intended to see positive impacts in the housing landscape, public benefits will also be realized in other aspects of the community. Encouraging gentle density and infill development can lead to increased household savings and affordability, attraction and retention of local workforce, intergenerational housing options for aging-in-place, transit supportive and climate resilient development patterns that reduce sprawl, viability of local services and commercial stores, social connectivity, and infrastructure efficiencies.

Based on the commentary provided above, Planning Services is satisfied that the proposed amendments to the Town's Zoning By-law are appropriate, conform to the County of Simcoe Official Plan and the Town's new Adopted 2023 Official Plan and are consistent with the Provincial Policy Statement and Growth Plan, and have regard for Provincial interests under the *Planning Act*.

Evolving Considerations

Zoning By-laws are living documents. The needs of the community will evolve over time, making it challenging to implement regulatory changes that capture all existing and emerging issues. The recommended changes contained herein are grounded in best practices, research, legislative changes, and community priorities. The proposed regulatory changes are an opportunity for the community to test the waters, see what works and what doesn't, with the understanding that this Zoning By-law Amendment is just one of several tools and activities that the Town is pursuing to address the housing crisis.

The Town is also undergoing a comprehensive review and update to overhaul the entire Zoning By-law. This update is in its initial stages and could take a couple of years to complete. The purpose of the Quick Wins Housing Focused Zoning By-law Amendment is to implement some immediate changes to zoning that could achieve key housing outcomes in advance of the comprehensive update. More in-depth amendments that require additional research and consultation will be incorporated into the comprehensive update, and further opportunities for community engagement will be available.

Another key consideration to this process is the new Adopted 2023 Official Plan. This policy document is not yet in force and effect, as it is awaiting approval from the County of Simcoe. Proposed modifications to the new Official Plan that would provide policy support for this Zoning By-law Amendment will be recommended to Council in the near future. These modifications will ensure that the regulatory changes proposed through this Zoning By-law Amendment align with the Town's new Official Plan. The proposed Zoning By-law Amendment will not come into force and effect until the new Official Plan and relevant modifications have been approved by the County of Simcoe.

Financial Impacts

The budget to undertake and complete the Quick Wins Housing Focused Zoning By-law Amendment was approved by Council in November 2023 and included a \$10,000 allocation from the 2024 Affordable Housing Budget. The funds were used to host the Affordable Housing Community Conversation and promote the regulatory changes to the public over the course of a few months. The entirety of the \$10,000 budget has not yet been exhausted for this project. Additional dollars may be required depending on any appeals received. Any remaining funds will be allocated into the Affordable Housing Reserve Fund to continue to build upon the budget resources for future Town-led affordable housing activities.

Conclusion

There is no silver bullet solution to the housing challenges this community faces. The proposed regulatory changes, focusing on creating a permissive planning environment, is just one approach. The outcomes of the proposed changes may not be realized in the community for several years – change is likely to be slow and overtime. The AHMP contains a suite of 26 initiatives that should be implemented in concert with one another to see significant improvements in the housing landscape in our community. Improving housing supply and affordability is contingent on a myriad of factors – some beyond the Town's control. Staff continue to emphasize the importance of implementing each of the 26 AHMP initiatives while working with neighbouring municipalities and regional governments to ensure a comprehensive approach to addressing the housing challenges in the community.

Based on the land-use planning analysis provided in this Report, Planning Services confirms that Town-wide Quick Wins Housing Focused Zoning By-law Amendment is in conformity to or consistent with the relevant land use planning instruments and public comments received have been addressed. Therefore, it is recommended that the proposed Zoning By-law Amendment be enacted and passed.

Should the proposed Zoning By-law Amendment be approved by Council, a Notice of Passing By-law will be prepared and circulated to relevant agencies and departments, as well as to interested parties and stakeholders involved throughout the process. Following the passing of the By-law, there is a 20-day appeal period before the decision is final.

3. Input from Other Sources

Planning Services formally circulated the proposed Zoning By-law Amendment to Town Departments and external commenting agencies for review and comment as required by the *Planning Act*. The majority of the external agencies had no concerns; however, two sets of comments received are of particular importance.

The Simcoe County District School Board (SCDSB) provided comments on June 17, 2024, expressing support for intensification and recognizing the critical need for additional residential housing forms in the community. The SCDSB expressed concerns around the impact of intensification on the Board's ability to provide accommodation for elementary and secondary school students, identifying facility space concerns specifically. The SCDSB also requested that the Town explore reducing minimum parking requirements for elementary and secondary schools, to ensure land is used efficiently and that important greenspace is maintained.

Planning Services met with the school board and alleviated some of the concerns around growth, ensuring the Board that regulatory changes encouraging intensification and infill development intend to accommodate growth that has been projected within Collingwood and that the intent of these regulatory changes is not to create new or additional growth opportunities outside of what is presently forecasted. Additionally, staff suggested that comments related to parking reductions be addressed through the comprehensive Zoning By-law Update project where parking requirements for other uses will be contemplated. Staff continue to work with the SCDSB to identify potential sites for future schools within our community based on projected growth.

The Nottawasaga Valley and Grey Sauble Conservation Authorities provided joint comments on the proposed regulatory changes requesting that additional language be

included in the provisions for ARUs to restrict development of ARUs in hazard land areas, unless permitted by the Authorities. Planning Services has included this additional language in the Zoning By-law Amendment.

The Town held a Statutory Public Meeting regarding the proposed Zoning By-law Amendment on June 17, 2024. Several oral and written submissions were received with respect to the proposed regulatory changes. During the public meeting, several individuals spoke in support of the proposed changes, highlighting the benefit to affordability, creating compact, walkable and transit supportive communities, and the great need for more housing supply in the community. Other comments received during the public meeting raised concerns related to boulevard parking, the risk of intensification reducing air quality, and ARU impacts on stormwater and drainage.

With respect to concerns related to boulevard parking, a separate Report proposing changes to the Road Occupancy By-law is anticipated to be brought forward to Council soon and proposed changes to the Parking By-law will follow in 2025, per the Town's Public Works Operational Plan. These two projects will address boulevard parking, which is an enforcement rather than a land use planning issue.

With respect to concerns around reduced air quality as a result of intensification, Planning Services is of the opinion that gentle density at a scale appropriate for the community can create active transportation and transit supportive communities, thus reducing vehicle trips and greenhouse gas emissions related to vehicular transportation. Planning Services also recognizes the importance of green development standards and passive building techniques to reduce greenhouse gas emissions, however, the *Planning Act* provides only limited tools to regulate green development standards through the planning process. Conversations around an appropriate path forward for the Town on green development standards are continuing on multiple fronts including the Association of Municipalities of Ontario (AMO) delegation requests, Community Based Strategic Plan, Community Climate Action Plan, and participation in projects lead by the County of Simcoe and/or surrounding municipalities.

With respect to the comment raised about stormwater management and drainage, Planning Services have included additional language into the ARU provisions that would limit the construction of ARUs in areas subject to natural hazards, including flooding hazards, unless permitted otherwise by the Conservation Authority. ARUs would need to be accommodated within the same building envelope already afforded to the subject properties, with the same tools to control drainage and stormwater management remaining in place.

In addition to oral comments received at the Public Meeting, the Town received written comments on the proposed regulatory changes included as Appendix C. Many of these were positive, supporting the need for greater intensification and infill development to achieve key housing and climate goals. A couple of comments received urged the Town to make bolder changes, specifically as it relates to parking requirements and lot coverage. Other comments expressed concerns related to boulevard parking and the risk of increased pavement on lots to accommodate parking for more ARUs.

The proposed regulatory changes do not include any changes to requirements for residential driveways, entrance widths or landscaped open space requirements. Homeowners looking to building ARUs on the property will have to comply with current provisions in the Zoning By-law with respect to these key lot provisions, thus limiting the risk of additional paved areas to accommodate parking. Additionally, the number of required parking spaces is proposed to be reduce, resulting in less space on lots designated for parking.

At the Statutory Public Meeting, members of Council requested that staff explore relevant statistics that may show the relationship between renter households and car ownership, to support a reduction in parking requirements. Members of Council also indicated concerns related to overflow parking on boulevards as an unintended consequence of reducing minimum parking requirements.

Planning Services has explored data related to car ownership among renter households and unfortunately Statistics Canada does not separate the data by housing tenure or household type. In Collingwood, most households commute by vehicle as a driver,

some are passengers, and fewer walk or take transit. It is difficult to ascertain how this data may change depending on households that rent or own, however Planning Services will continue to stay apprised of emerging research and best practices related to parking requirements to ensure the Town is approaching these regulations appropriately.

The AHTF was instrumental in the preparation of the proposed regulatory changes and engaging the community throughout the process, as well as providing a formal letter of support. The AHTF continues to play an integral role as an elevated stakeholder in the implementation of the 26 initiatives from the AHMP. The AHTF continues to advocate for key policy and regulatory changes that will lead to an increase in the supply of housing, which will in turn lower rental and ownership prices.

The GTDI also played an important role in the preparation of the proposed changes. During early consultation, many GTDI members joined the Town in preliminary discussions about the proposed regulatory changes, providing insight into how the Town can reduce barriers to residential development. As developers, realtors, engineers and planners with extensive experience in this community and in surrounding communities, the members shared best practices and examples used elsewhere that may be appropriate in Collingwood. GTDI representatives spoke at the public meeting in support of the proposed Zoning By-law Amendment.

All comments received throughout this process were considered by Planning Services in preparation of this Report and the Draft Zoning By-law Amendment appended to the Report.

Based on the comments received from external agencies and the public, as well as internal discussions with staff, some minor changes were made to the proposed Zoning By-law Amendment since the Statutory Public Meeting. Under Section 34(17) of the *Planning Act*, Council has the authority to determine whether a second Public Meeting is required based on the recommendations contained herein. Planning Services is of the opinion that the changes are minor and that a second Public Meeting is not necessary, however this ultimately is a Council decision. This Report was review by Department

Heads on July 2, 2024, and the content responds to the input and advice received. Further, refer to “Upfront Consultation” section of this Report regarding early public and stakeholder input.

4. Applicable Policy or Legislation

- *Planning Act* (1990, as amended)
- Provincial Policy Statement (2020)
- Proposed Provincial Policy Statement (2024)
- Growth Plan for the Greater Golden Horseshoe (2020 Consolidation) – to be repealed by the Province
- Simcoe County Official Plan (2016)
- Town of Collingwood Official Plan (2004)
- Town of Collingwood Zoning By-law 2010-040

Community Based Strategic Plan (CBSP)

This report represents progress toward the following CBSP goals, objectives and actions:

Goal: Transparent and Accountable Local Government

Objective(s): Enhance Public Trust

Strategic Action(s): Continue public communication and engagement on Town activities; and Proactively engage the public on town decisions, using Engage Collingwood, Community Conversations, and other opportunities.

Goal: Support and Manage Growth and Prosperity

Objective(s): Update our Land Use and Regulatory Framework

Strategic Action(s): Enact and pass bylaws or other direction that will provide more certainty to development industry, including the community’s development vision.

5. Considerations

- ☒ Community Based Strategic Plan: Progresses towards achieving CBSP Goal
- ☐ Services adjusted if any

- ☒ Climate Change / Sustainability: Positive impact on climate change/sustainability (decreases GHG emissions)
- ☒ Communication / Engagement: Public Engagement has occurred
- ☒ Accessibility / Equity, Diversity, Inclusion: Consistent with Multi-Year Accessibility Plan
- ☒ Registered Lobbyist(s) relating to content: Some of the residents and stakeholders that have commented on the proposed Zoning By-law Amendment may be registered lobbyists

Next steps and future action required following endorsement:

- Notice of Passing By-law prepared and circulated/published
- 20-day appeal period

6. Appendices and Other Resources

Appendix A: [Zoning By-law Amendment](#)

Appendix B: [Summary of Changes](#)

Appendix C: [Written Comments](#)

Resource 1: [Public Meeting Presentation](#)

7. Approval

Prepared By:

Claire de Souza, Housing Development Coordinator

Nathan Wukasch, MCIP, RPP, Senior Planner

Reviewed By:

Summer Valentine, MCIP, RPP

Director, Planning, Building & Economic Development

CAO Comments:

Endorsed, Amanda Pegg, Acting Chief Administrative Officer, July 3, 2024

Amendments Endorsed on July 17, 2024 to proceed to Council



Staff Report PRC2024-07

Standing Committee 2024-07-08

Council 2024-07-22

Amendments ☒

Submitted To: Committee of the Whole | Council
Prepared By: Karen Cubitt, Acting Director, Parks, Recreation & Culture
Subject: Collingwood Arts Centre Feasibility Study Phase 3 Report

Recommendation

THAT Staff Report PRC2024-07, Collingwood Arts Centre Feasibility Study Phase 3 Report, be received;

AND THAT Council approves an expenditure of \$40,000 from the Arts and Culture Legacy Fund to extend the consulting services contract with Colliers Project Leaders to complete a prioritization and scope reduction exercise with respect to the options presented in the June 2024 Collingwood Arts Centre Business Case.

Alternate Staff Recommendation

THAT Council approves an expenditure of \$80,000 from the Arts and Culture Legacy Fund to extend the consulting services contract with Colliers Project Leaders to complete a prioritization and scope reduction exercise with respect to the options presented in the June 2024 Collingwood Arts Centre Business Case and to complete preliminary assessments on 44 Hurontario Street (Federal Building) and 97 Hurontario Street (Eddie Bush Memorial Arena) to establish a viability position of these spaces accommodating a future Arts Centre should they become available for such purposes.

Amendments

In response to community and stakeholder input received following the July 8th Committee of the Whole meeting, staff have added a second recommendation option for Council's consideration. This option seeks additional funds to extend the services of Colliers Project Leaders to complete preliminary assessments on 44 Hurontario Street (Federal Building) and 97 Hurontario Street (Eddie Bush Memorial Arena) to establish a

viability position of these spaces accommodating a future Arts Centre should they become available for such purposes.

Eddie Bush Memorial Arena was removed from consideration in Phase 2 of the Arts Centre Feasibility Study because any repurposing of this space was understood to be dependent on the creation of a new multi-use recreational facility and this anticipated timeline did not align with the desired timeline of an Arts Centre. While current timelines of both an Arts Centre and multi-use recreational facility are in flux, understanding the potential viability of the space as an Arts Centre could help inform the work of the Collingwood & Blue Mountains Joint Multi-Use Recreation Feasibility Assessment (MURFA) and would respond to this request from public and stakeholder comment.

Understanding that the Federal Government is looking to dispose of some of its key assets, potentially including 44 Hurontario Street, this space in the downtown core would also be beneficial to assess for the purposes of an Arts Centre particularly if a scope reduction exercise reduces the proposed Centre's required square footage.

Assessing both spaces would give Council additional information to help inform their decision-making on this project. The cost to complete the scope reduction exercise and the two building viability assessments is estimated to be \$80k and the anticipated time required to complete the work is five months.

In addition, Appendix A: Collingwood Arts Centre Feasibility Study Phase 3 Report/Business Case incorrectly listed on page 22 Collingwood's 2023 population as 32,226. The amended version cites a population of 26,563 permanent residents in 2023 and a projected population of 32,226 by 2033. This data was sourced from the Town of Collingwood 2023 Community Profile and is based on 2006, 2011, 2016 and 2021 Census data from Statistics Canada and 2023 Manifold SuperDemographics data.

1. Executive Summary

Following two robust study phases, Phase 3 of the Collingwood Arts Centre Feasibility Study utilized the services of Colliers Project Leaders to develop a Business Case that

addresses a final site and design option, functional programming model, cost/benefit analysis, fundraising framework, and implementation strategy. The goal of the Business Case is to support Council in its decision-making regarding the development of a new arts and culture centre for the region. This phase was conducted between September 2023 and June 2024, was informed by consultations with the community and Collingwood Arts Centre Feasibility Steering Committee, and resulted in the attached Business Case (Appendix A).

The Business Case recommends:

- Deferring decision-making until after the Downtown Visioning Master Plan is completed (planned completion for September 2024). This is recommended so plans for downtown parking, transit, and community spaces (Farmers Market and planned greenspace) can be encompassed within the Downtown Vision.
- As the cost options presented in this report are significantly higher than what was contemplated at the onset of the development of this business case, that Council and Staff define an upset limit budget for the facility (aligning with capital and operating financial capacity) and that a prioritization/scope reduction exercise be undertaken to reduce the facility functional program to achieve the agreed upon budget.

Staff support these recommendations and propose a two-month extension to the Colliers consulting services contract at an upset limit of \$40,000 to accomplish the objectives outlined.

1. Analysis

Background

Since February of 2021, the Parks, Recreation & Culture Department has been working with consultants and the community to conduct a Collingwood Arts Centre Feasibility Study for the Town of Collingwood. The study was completed in phases as outlined below:

Phase 1 Objectives

Conducted by Nordicity Group Ltd in partnership with Giaimo Architects, the purpose of this phase was to evaluate the needs of the arts and cultural sectors in the community, and to determine if and to what degree an arts and cultural centre would be feasible in Collingwood.

Phase 1 Results

The results of the Phase 1 study suggest that there is indeed demand for an arts and culture centre in Collingwood and that it would be feasible, “provided certain design, development, and start-up conditions can be met and the overall implementation executed capably”. Nordicity advised that “success depends on many factors from ensuring continued community buy-in, strong leadership particularly related to market attraction, programming and promotions, as well as a commitment from the Town towards the annual subsidy.”

Phase 2 Objectives

Conducted by Nordicity Group Ltd in partnership with Giaimo Architects, and building on the findings of Phase 1, Phase 2 had the following objectives:

- Validate the feasibility of the new arts facilities, including the market, operational, financial, economic, fundraising, and social-impact aspects that would underline a recommendation on size and seating capacity.
- Assess the feasibility of a short list of sites and recommend a single site that Council would put forth for any further consultation deemed to be required.
- Determine the target arts disciplines that would be served by the facility, which would include space for live performance theatre/music and dance, and public galleries and exhibition space for the visual arts.

Phase 2 Results

The Phase 2 report was presented to the Corporate & Community Services Standing Committee at its April 3rd meeting and made the following recommendations regarding size, scope, and site for a potential Arts Centre in Collingwood.

Size

The research supports an overall preference towards having a smaller ~400 seat main performance facility.

Scope

The community re-affirmed the need to have the following kinds of spaces in the facility:

- Public gathering areas
- Front-of-House
- Theatre 1 (higher capacity, fixed seating)
- Theatre 2 (smaller capacity, flexible seating)
- Administration
- Theatre support spaces (green rooms, dressing rooms, etc.)
- Studios/Classrooms
- Additional office and catering spaces
- Retails and market spaces

Site

The six short-listed sites from Phase 1 were assessed and studied by Giaimo through a site selection evaluation framework. Based on this, the short-list was narrowed to two potential sites that both meet the needs of the size, scope, and vision for a new arts centre. These were:

- 48 Ste. Marie St – a new 45,000 sq.ft. arts centre constructed on 35,000 sq.ft of parking lot in Downtown Collingwood.
- Collingwood Terminals Redevelopment – a new 45,000 sq.ft. arts centre integrated with the larger Grain Terminal Redevelopment project currently underway by Streetcar Developments Inc. and Dream Unlimited Inc.

While the initial intention of the Phase 2 study was to recommend one final site, Giaimo determined that both sites offer feasible, non-comparable approaches, and as such recommended that both be considered further in consultation with Streetcar, the Town, stakeholders, and the public to determine which approach is preferred.

Given this, staff recommended extending the consulting contract with Nordicity & Giaimo to engage in additional site discussions with Streetcar Developments Inc. and

to facilitate further public consultation with respect to the two recommended site options. This recommendation was defeated in favour of focusing solely on the 48 Ste. Marie Street site (or comparable downtown parking lot if deemed necessary) with direction for staff to report back to Council with plans for proceeding to Phase 3 of the project.

Phase 3 Objectives

Conducted by Colliers Project Leaders, the purpose of this phase was to develop a Business Case that addresses a final site option, functional programming model, cost/benefit analysis, fundraising framework, and implementation strategy. The goal of the Business Case is to support Council in its decision-making regarding the development of a new arts and culture centre for the region.

Phase 3 Scope of Work

The process included:

- Review of Phase 1 and Phase 2 data
- Site selection
- Concept Design
- Costing
- Public Consultation
- Fundraising Framework and Viability Assessment
- Business Case Development

Phase 3 Results

The Business Case proposes the following:

Core programming

Must-have programming spaces include a 600-seat main hall, 300-seat recital hall, multi-purpose rooms, and administrative space. Should-have amenities include outdoor gathering spaces, catering facilities, and parking.

Site

The 48 Ste. Marie Street parking lot and the two comparable downtown parking lots at 140 Ste. Marie Street and 101 Pine Street were assessed. The property at 84 Hurontario Street was also identified as an opportunity within this phase and added for assessment. This work resulted in two options being proposed. Option 1 is a stand-alone building at 101 Pine Street totaling 107,974 sq ft while Option 2, totaling 128,522 sq ft, combines the stand-alone building at 101 Pine Street with a secondary building at 84 Hurontario Street connected by a 'skywalk' bridge. The secondary building would provide frontage on the main street and accommodate "community hub" programming including a gallery, restaurant, and tourism centre.

The 48 Ste. Marie Street lot was determined to be too constrained by size and bordering buildings, whereas 101 Pine Street offers greater flexibility in terms of height, layout, orientation, and future expansion possibilities.

Capital Costs

A class D estimate associated with each option was developed and includes all direct construction costs determined at the conceptual design stage.

	Option 1	Option 2
Building Capital Cost	\$61,597,367	\$72,778,448
Underground Parking	\$18,863,265	\$18,863,071

Funding

The most likely funding sources are identified as the Canada Community Building Fund, Canada Cultural Spaces Fund, and Capital Project Construction of New Sustainable Municipal and Community Buildings Fund. The total funding projection assumes maximum funding from each funding source and projected Capital Fundraising donations of \$10M for either option.

	Option 1	Option 2
Total Potential Funding	\$50,756,405	\$56,251,288
Building Capital Costs	\$61,597,367	\$72,778,448
Funding Shortfall	\$10,298,684	\$15,889,224

Town Investments

It is recognized that performing arts centres in the region typically require annual municipal support at an average rate of 30% of their annual operating budgets. In this model the required municipal subsidies are estimated to be 26% and 31% for Options 1 and 2 respectively. Factoring in both capital and operating costs, the Town can expect to invest the following:

	Option 1	Option 2
Estimated Annual Operating Subsidy	\$938,454	\$1,190,102
Town's Capital Investment Shortfall	\$10,298,684	\$15,889,224
Parking	\$18,863,265	\$18,863,071

Next Steps

Through public consultations, Town consultations, and working with the Collingwood Arts Centre Feasibility Steering Committee, the desired functional programming for a prospective arts and culture centre in the Town of Collingwood was determined. Due to the size of the project, a larger capital investment than initially estimated in previous project phases is required. Given these findings, Colliers recommends two additional steps prior to making a decision to move forward:

- Deferring decision-making until after the Downtown Visioning Master Plan is completed (planned completion for September 2024). This is recommended so plans for downtown parking, transit, and community spaces (Farmers Market and planned greenspace) can be encompassed within the Downtown Vision.
- As the cost options presented in this report are significantly higher than what was contemplated at the onset of the development of this business case, that Council and Staff define an upset limit budget for the facility (aligning with capital and operating financial capacity) and that a prioritization/scope reduction exercise be undertaken to reduce the facility functional program to achieve the agreed upon budget.

Financial Impacts

The proposed additional work is estimated to take two months and cost an upset limit of \$40,000. The funds will need to be drawn from the Legacy Funding for Arts and Culture which has a current balance of \$1,292,000 (net of funding for Phase 3 work completed in 2024).

Opening Balance:	\$1,500,000
Arts Centre Feasibility Study	(\$269,519)
Interest Accumulated	\$61,804
Current Balance	\$1,292,321

Conclusion

Given the significant increase in estimated capital investment required for either Option, Staff concur that a scope reduction exercise would be beneficial. Arts Centres are ineligible to be funded through Development Charges, requiring that the anticipated minimum capital shortfall of \$10M and annual operating subsidy ranging between \$938,454 and \$1,190,102 be supported through taxation. The implication of supporting the operating subsidy would mean a tax rate increase of between 2.5% and 3.5% and any borrowing and/or resulting decrease in reserves for the capital component could mean a tax rate increase of approximately 2.25% (for a total of 4.75% to 5.75%). While not presupposing Council's will, a scope reduction exercise would provide additional options for consideration at lower price points.

Furthermore, Staff agree that it would be valuable to defer further decision-making until the completion of the Downtown Visioning Master Plan, allowing for greater insight into the impacts of an Arts Centre on the long-term evolution of the Downtown core.

2. Input from Other Sources

This report was reviewed by Department Heads.

The Business Case was reviewed by the Collingwood Arts Centre Steering Committee.

3. Applicable Policy or Legislation

Community Based Strategic Plan – Encourage Diverse Culture and Arts Offerings
PRC Master Plan – Recommendation #29: Review feasibility and sustainability of a multi-functional arts and cultural centre for Collingwood.

4. Considerations

- ☒ Community Based Strategic Plan: Consistent with CBSP
- ☐ Services adjusted if any
- ☐ Climate Change / Sustainability: Not Applicable
- ☒ Communication / Engagement: Public Engagement has occurred
- ☐ Accessibility / Equity, Diversity, Inclusion: Not Applicable
- ☐ Registered Lobbyist(s) relating to content:

Next steps and future action required following endorsement:

Future Report to Council required.

5. Appendices and Other Resources

Appendix A: [Collingwood Arts Centre Feasibility Study Phase 3 Report/Business Case](#)

Appendix B: [Collingwood Arts Centre Feasibility Study Phase 3 Fundraising](#)

Framework

Resource 1: [Collingwood Arts Centre Feasibility Study Phase 1 Report](#)

Resource 2: [Collingwood Arts Centre Feasibility Study Phase 2 Report](#)

6. Approval

Prepared By:

Karen Cubitt, Acting Director, Parks, Recreation & Culture

CAO Comments:

Endorsed, Amanda Pegg, Acting Chief Administrative Officer, July 5, 2024

Endorsed as Amended on July 19, 2024 to proceed to Council



Staff Report P2024-15

Committee 2024-07-08

Council 2024-07-22

Amendments ☒

Submitted To: Committee of the Whole | Council
Submitted By: Summer Valentine, Director, Planning, Building and Economic Development
Prepared By: Steve Stone, Community Planner
Subject: Proposed Draft Plan Approval Extension Request
 Bridgewater (The Preserve at Georgian Bay Inc. c/o Consulate Developments (Ontario) Inc.)
 11644 and 11700 Highway No. 26
 Town File No. D1202124

Recommendation

WHEREAS the Ontario Land Tribunal issued a Order on July 16, 2024 to grant a three (3) year extension to the Bridgewater draft approved plan of subdivision to July 29, 2027 in accordance with the proponent's request and being that such request was deemed, in the opinion of the Tribunal, to be minor;

AND WHEREAS the Town continues to have authority under the Planning Act to change conditions of draft approval and to amend the draft approved plan prior to final approval;

NOW THEREFORE IT BE RESOLVED THAT Report P2024-15, "Draft Plan Approval Extension Request - Bridgewater - 11644 and 11700 Highway No. 26", dated July 8, 2024 as amended on July 16, 2024, be received;

AND THAT the updated conditions of draft approval and redline revisions to the Draft Approved Plan of Subdivision appended to this Report be approved.

~~**AND THAT** in recognition of the housing crisis and the urgency at all levels of government to increase housing supply in the near term, Council approves a one year extension of Draft Approval for the Plan of Subdivision – Bridgewater (D12020124), including amendments to the associated conditions of draft plan approval and redline revisions to the draft approved plan as appended to this Report, to allow the proponent to demonstrate significant progress toward registering the first phase of development.~~

** Note the revised resolution (bold and strike-through) post Committee of the Whole on July 8, 2024 to recognize an Ontario Land Tribunal Order and to update the staff recommendation.*

Amendments

As a precautionary measure, the proponent for the Bridgewater draft plan of subdivision file (i.e. Consulate Developments (Ontario) Inc.) made requests to the Ontario Land Tribunal (OLT) for a three (3) year extension and an interim extension to the lapsing provision on May 27 and July 10, 2024 respectively. As the draft plan was originally approved by the OLT's predecessor, the Ontario Municipal Board (OMB), in 2007, the Tribunal retained the jurisdiction with respect to changes of conditions of approval if requested by one or more of the Parties. The requests were brought forward to Council in-camera on June 24 and July 15, 2024 for direction, which was provided to the Town Solicitor and staff. The interim request was submitted by the proponent to allow for time for the OLT to address the main extension request and to hold a hearing on merit arguments. The OLT chose not to hold a hearing or to allow time for a negotiated resolution.

To that end, the Town is in receipt of an Order from the Ontario Land Tribunal (OLT) dated July 16, 2024 (see Resource 4). The OLT determined that the requested main extension to be minor and ordered that the lapsing date for the clearing of conditions be extended for three (3) years up to and inclusive of July 29, 2027. With the Tribunal's determination that the request is minor, no notice was provided to the Town or other Parties, the Order was simply circulated to the Town Solicitor on the day it was issued by the OLT. Condition 96 (i.e. lapsing provision) has been updated to reflect the OLT Order.

Notwithstanding the OLT Order, through both the 2007 OMB decision and under Section 51(44) of the *Planning Act* and as acknowledged in the proponent's letter to the OLT on May 27, 2024, the Town retains administrative authority to update conditions and to amend the draft approved

plan prior to final approval. Therefore, staff continue to recommend approval of the updated conditions and the redline revisions to the draft approved plan as attached to this Report (Appendices C and D). With these changes to the draft approval documents, the proposal is brought up to current standards and is consistent with or conforms to the relevant land use planning instruments.

1. Executive Summary

The purpose of this Report is to provide Council with an analysis and recommendations regarding the request to extend Draft Plan Approval for the file known as Bridgewater (Preserve at Georgian Bay), municipally addressed as 11644 & 11700 Highway No. 26.

The Bridgewater Draft Plan Approval was scheduled to lapse on June 29, 2024. In this regard, the Town has received the extension request from the Bridgewater's agent on February 8, 2024. Staff issued an emergency 30-day extension to the lapsing date on June 11, 2024 under delegated authority to allow the technical review to be completed and conditions of draft approval to be updated accordingly. The lapsing date is now July 29, 2024.

The previously approved Bridgewater Draft Plan of Subdivision includes a large block with a maximum of 655 dwellings units, a multi-residential block that could accommodate additional units, and numerous blocks and reserves associated with its natural features, stormwater management and future road access.

The appropriateness of extending the draft plan approval is contained in the Analysis section of this Report and supported by the materials which examines the draft approval against review criteria addressing:

- file history and status,
- consistency and/or conformity with the relevant planning policies and legislation, and regulations as well as applicable technical standards and guidelines,
- servicing and infrastructure requirements,
- applicant efforts to advance the development, and
- other important matters of interest to Council and the community.

Based on the development review process, the extension request is in general conformity with the relevant land use planning instruments. Staff recommend that Council consider approving the Draft Plan Approval Extension Request – Bridgewater for a period of between 1 and 3 years.

2. Background

The Town has received a draft plan approval extension request for the Bridgewater (Preserve at Georgian Bay) (i.e. "Bridgewater"), which is a draft residential subdivision originally approved in 2007. Since the initial approval, the file has been extended seven (7) times, most recently in 2021 and was subject to a rezoning application approved in 2023. It is scheduled to lapse on June 29, 2024. This Report considers the extension request with a greater rigor than may have been the case in the past, reviewing among other things:

- overall planning and technical merit measured against the policies, standards, guidelines, and regulations currently in effect,
- the detailed status of the draft plan conditions relative to a variety of factors,
- input from departmental and agency partners, as well as,
- information from and discussions with the applicant.

The application for extension, complete with fee, was received on February 28, 2024 and was circulated for technical review on March 13, 2024. In mid-May, responses from key external commenting agencies still had not yet been received, notably the Conservation Authority and school boards. Planning staff were also working with the proponent on draft plan revisions to meet current standards. As more time was needed for the technical review and authoring of the staff report for Council, the Director of Planning, Building and Economic Development issued a 30-day extension to the lapsing of draft approval under the Town's Delegation By-law 2020-059 as amended, on May 22, 2024. As a result, the new lapsing date is July 29, 2024. The applicant has since referred this matter to the Ontario Land Tribunal for further consideration, which is addressed under separate cover as an in-camera matter.

Property Description

The subject 37.16 property is located west of the Bartlett Boulevard and it has 603 metres of frontage on Highway 26. These vacant lands are legally described as Part of the Lots 48, 49, 50 Concession 11, Town of Collingwood (formerly Township of Nottawasaga), County of Simcoe and is known municipally as 11664 and 11700 Highway 26. The Subject Property is generally flat and consists of open fields which were historically farmed, treed areas and wetlands as shown in the following Figure 1:

Figure 1 – Subject Property



The surrounding land uses include additional vacant land owned by Consulate to the west, zoned Environmental Protection (EP) and Rural. Existing residential developments on the south side of Highway 26 include a golf course-based subdivision, and a block of vacant land to the east zoned EP Zone. To the north, Princeton Shores Blvd and Bartlett Blvd are developed with single detached dwellings along the north side of both roads, all fronting on Georgian Bay and buffered from the Bridgewater development by a coastal wetland area on the subject lands. Further to the southwest is the Niagara Escarpment and further to the southeast is downtown Collingwood.

Subdivision Application History

The Application for Draft Plan of Subdivision was first draft approved by the former Ontario Municipal Board on September 14, 2007. Since then, Town Council has granted seven (7) extensions to draft plan approval generally in three-year increments starting in 2010. Mostly recently, an extension request was granted by Council in 2021 which means the Bridgewater Draft Plan Approval is set to lapse on June 29, 2024. As previously noted, a 30-day extension until July 29, 2024 was granted by the Director to allow the applicant to respond to the technical comments that had been received.

In 2023, the Ontario Land Tribunal (OLT) ordered that, pursuant to s. 51(56.2) of the Planning Act, Condition 1 of the Bridgewater Conditions of Draft Plan Approval be amended to reflect permissions for a maximum of 655 dwelling units on the medium density residential block. The

Tribunal's Order was related to an appeal of the proposed zoning by-law amendment for the subject lands, as outlined in the next section.

Zoning By-law Amendment History

The Zoning By-law Amendment (ZBA) was filed with the Town on August 9, 2018. It sought to amend the Zoning By-law (ZBL) in order to accomplish the following:

- collapse the four R3 exception zones into one R3 exception zone,
- increase the number of permitted dwelling units from 328 to 655 in accordance with the Town Official Plan (OP) density limits,
- allow single detached, semi-detached, townhouse, group, or cluster dwellings and one apartment building, and
- permit specific zoning provisions applicable to the apartment use to address setbacks and height permissions.

The processing of the ZBA is outlined as follows:

- pre-consultation meeting in 2017,
- application submission in August 2018,
- technical review later the same year,
- public meeting was held in 2019,
- resubmission of a revised amendment later in 2019,
- applicant advised that the Town did not further process the Application, nor bring it forward for Town Council consideration,
- an appeal of the ZBA was filed in 2021 due to non-decision, and
- matter was heard by the OLT in 2023 with a decision to approve the amendment being issued by the Tribunal in July of the same year.

Ontario Land Tribunal Decision

The Ontario Land Tribunal issued its decision on case OLT-21-001360 on July 25, 2023. The Applicant/Appellant was Consulate Developments (Ontario) Inc. The subject of the hearing was the above described ZBA wherein the Council did not to make a decision in a timely manner. The ZBA was to permit increased density on the site in accordance with the Town's OP to facilitate a residential plan of subdivision with a maximum of 655 dwelling units. The hearing was held from May 17 to 19, 2023.

The issues considered by the Tribunal included the following as scoped by the Town and the Appellant:

1. Does the proposed zoning by-law amendment include any provisions for affordable and attainable housing, and if not, should such provisions be a requirement for the approval of the proposed additional density?
2. Is the proposed zoning by-law amendment consistent with the provisions of the Provincial Policy Statement that relate to affordable housing policies 1.1.1 and 1.4.3?
3. Does the proposed zoning by-law amendment conform to and implement the affordable provisions housing of the Town of Collingwood's Official Plan policies 4.3.1, 4.3.2, and 4.3.2.3 and 8.13?
4. Does the proposed zoning by-law amendment create or exacerbate any environmental issues or concerns that have not been adequately addressed, assessed, and mitigated?
5. In the context of these issues, does the proposed zoning by-law amendment constitute good land use planning?

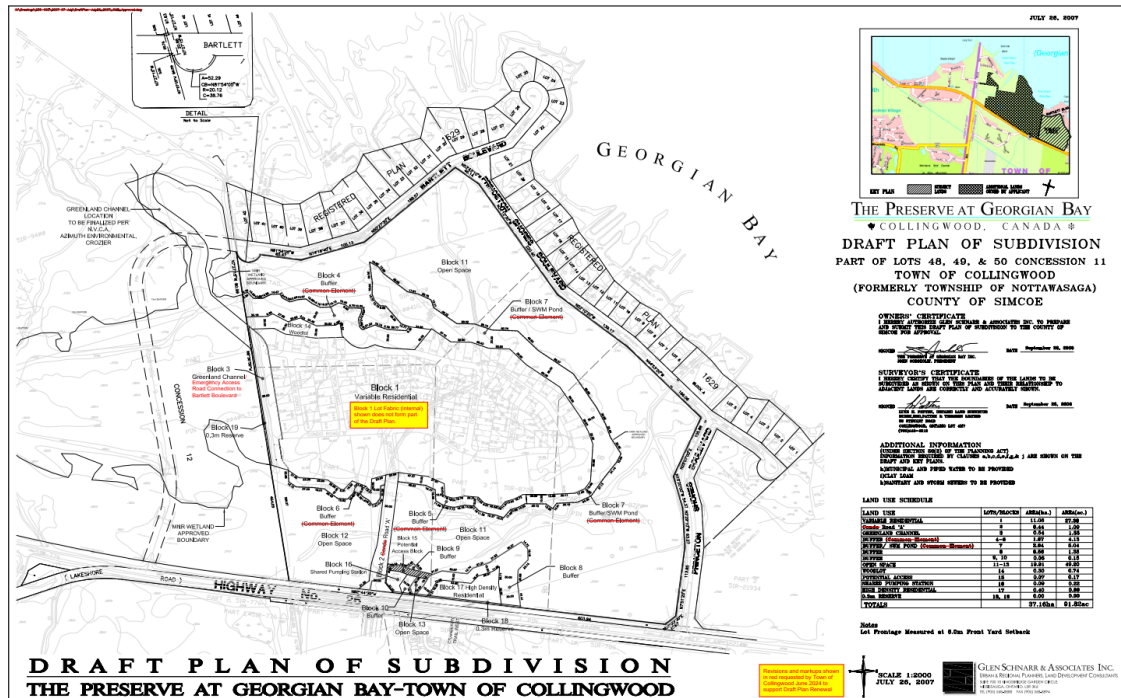
The [Tribunal ordered](#) that the appeal be allowed and directed the Town of Collingwood to amend By-law 2010-040. The Tribunal also ordered that, pursuant to s. 51(56.2) of the Planning Act, Condition 1 of the Bridgewater Conditions of Draft Plan Approval be amended as follows:

- a maximum of 655 dwelling units including the following range of unit types: single detached, semi-detached, townhouse including back-to-back townhouse and stacked townhouse, group or cluster dwellings and apartment dwellings (Block 1).

Proposal

The Bridgewater draft plan of subdivision, which was originally approved by the former Ontario Municipal Board (OMB) in 2007 and further amended by the Tribunal in 2023, is shown in the following figure, including the redline amendments recommended by staff.

Figure 2 – Draft Approved Plan - Bridgewater (as redlined June 2024)



It consists of the following elements:

- 1 medium density residential block including the following range of unit types: single detached, semi-detached, townhouse including back-to-back townhouse and stacked townhouse, group or cluster dwellings and apartment dwellings (i.e. Block 1),
- 1 - high density residential block (i.e. Block 17),
- 3 - provincially significant wetland (PSW) blocks (i.e. Blocks 11, 12, and 13),
- 7 - wetland buffer blocks and stormwater management blocks (i.e. Blocks 4, 5, 6, 7, 8, 9, 10),
- 1 - pumping station block (i.e. Block 16),
- 2 - 0.3 m wide road reserves (i.e. Blocks 18 and 19),
- 1 - woodland block (i.e. Block 14),
- 1 - road access block (i.e. Block 2 –Road “A”), and,
- 1 - potential access block (i.e. Block 15)
- 1 – greenland channel and emergency road connection block (i.e. Block 3).

Modifications to Proposal

An essential component of an extension request is the ability for the associated conditions and draft plan to be updated to meet current standards, policies, regulations and guidelines in effect. The technical review of the proposal and subsequent discussions with the agent have resulted in the following key updates to draft plan conditions and/or amendments to the draft plan:

- The future road and lotting pattern are to be removed from Block 1 as it is conceptual and does not form part of the formal approval.
- Block 2, which is the entrance road into the development, is to be re-labelled as "Road", removing all references to condominium.
- All references to common elements are to be removed the draft plan approval is unrelated to tenure and any future condominium description would require separate Planning Applications.
- Update labelling to confirm the location of the emergency access road.

Adjustments to the conditions of draft approval are provided to ensure that this draft plan approval remains appropriate relative to current circumstances and provides necessary flexibility to deal with anticipated changes over the next several years. In particular, the proponent is intending to further refine the design of the residential blocks and road layout in 2024 and 2025, necessitating further amendments to the draft approved plan, which would be part of a formal application for Council approval. Notwithstanding these efforts, it is noted that should additional changes be needed in the future to better reflect community circumstances, Council has the power to change the conditions of approval at any time prior to final approval and registration.

Planning Services staff note that the draft plan conditions for this subdivision address a multitude of matters, such as municipal servicing and road infrastructure, stormwater management, NVCA permitting, and phasing, that need to be resolved before final approval and registration occurs. The updated conditions of draft approval are attached to this Report (see Appendix "C") with a requested extension new lapsing date of July 29, 2027 due to the demonstration of extenuating circumstances. The requested lapse date represents a three (3) year extension from the current lapse date of July 29, 2024 and may be modified by Council as outlined later in this Report.

Progress

Since the previous Draft Plan Approval extension in 2021, several significant events have occurred involving the Bridgewater plan of subdivision. Firstly, the Town of Collingwood Council adopted its Servicing Capacity Allocation Policy (SCAP) in May 2022 (further amended in January 2023). Secondly, the Tribunal ordered a sizeable increase in the plan's overall density in July 2023 through a decision on the zoning that applies to the property. Thirdly, a new Official Plan was adopted by Town of Collingwood Council in December 2023.

With respect to SCAP, it states that in order to ensure that development proceeds expeditiously and does not hold commitment to allocate or allocation without performance, it is the intent of Council to update the Town's Official Plan policies to align approval of draft plans of subdivision and condominium descriptions with the initial three (3) years commitment plus one (1) year maximum for any extension of capacity commitment and/or allocation as per this Policy, unless extenuating circumstances (e.g. change of ownership, significant amendments to the proposal, unforeseen economic conditions, etc.) are demonstrated. Until such time as the Official Plan is updated, the Allocation Policy shall serve as Council's direction respecting new approvals or requests to extend existing draft approvals.

Progress on the file since the extension granted in 2021 was delayed due to the OLT proceedings to confirm the zoning for the subject lands. At this time, the applicant advises that bringing their project to a conclusion has been slow due to the current real estate market is in flux, primarily because of interest rate policy. Consulate, is currently engaged in market research for the purposes of better defining market potential for a project launch in 2025. The results of this research will be a more thorough understanding of the housing market and guidance on the nature and distribution of dwelling types. The developer intends to use the market research information to further refine the Development Concept Plan that was previously prepared and submit the required amendment application to redline the draft plan accordingly. In this respect, they anticipate further engaging with Planning Services later this year or early next year. Consulate remains committed to a mixed-use neighbourhood plan that provides for a range of housing types. Apartment type dwelling units are anticipated to be part of that mix and, can act as the focus for a centralized neighbourhood gathering place providing a variety of amenities. Distributed neighbourhood parks/parkettes will remain a key feature of the Development Concept Plan. It is also envisaged by the proponent that commercial/service uses will be provide at a neighbourhood level. A rezoning will be required to enable this change.

The adopted 2023 Official Plan contains policy provisions related to servicing capacity allocation and extension of draft approved plans to align with SCAP. Planning Services anticipates that the new Official Plan will receive its final approval from the County of Simcoe before the end of this year. This eventuality will occur in advance of the applicant's refinements to their Development Concept Plan which affords Planning Services the opportunity to explore further updates to the Draft Plan that are in conformity with Town Council's latest vision for this community.

In light of the above commentary, it is the opinion of Planning Services that extenuating circumstances apply to this file, which would provide eligibility for more than a one-year extension.

3. Analysis

Matters of Provincial Interest

Section 2 of the *Planning Act*, as amended, provides that Council, in carrying out their responsibilities under the *Planning Act*, shall have regard to matters of provincial interest.

Planning Services is satisfied that the proposal has regard to the applicable matters of provincial interest and, more specifically, supports the following principles:

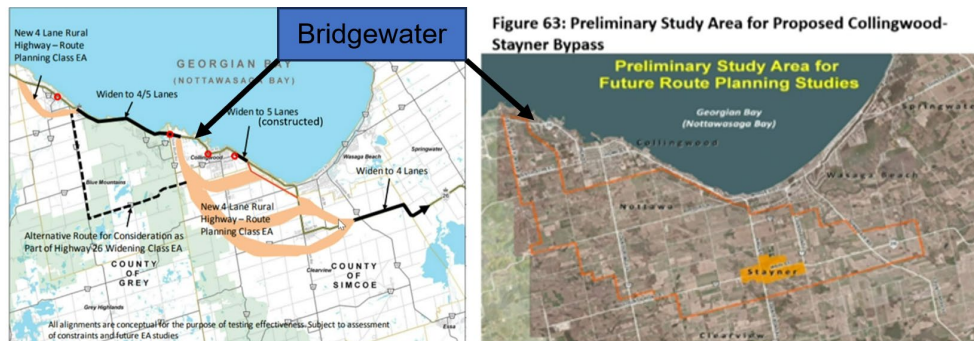
- (a) the protection of ecological systems, including natural areas, features and functions;
- (f) the adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems;
- (h) the orderly development of safe and healthy communities;
- (i) the adequate provision and distribution of educational, health, social, cultural and recreational facilities;
- (j) the adequate provision of a full range of housing, including affordable housing;
- (k) the adequate provision of employment opportunities;
- (n) the resolution of planning conflicts involving public and private interests;
- (p) the appropriate location of growth and development; and
- (q) the promotion of development that is designed to be sustainable, to support public transit and to be oriented to pedestrians.

Staff would note that the proposed residential units are not necessarily intended to meet the Town or Province's definition of affordable housing but would add to the overall housing stock in the Town and include a range of mid and higher density forms that tend to be smaller in size and more attainable in price-point.

Highway 26 Study (2015) - MTO Future Corridor

A matter of Provincial Interest that has been specifically identified by the Ministry of Transportation (MTO) previously in the Town's west end is the Recommended Roadway Improvements and New Corridors for Highway 26 as shown in the Figure 3:

Figure 3 – MTO Future Corridor



The Bridgewater plan of subdivision is located on the western edge of MTO's corridor study area (see callout box with arrows). The development of these lands should not have any bearing on the ultimate alignment of the future corridor given its southerly direction. In this regard, MTO advises that:

- All TIS submitted to MTO should be as per the MTO TIS guidelines;
- The proposed (future) traffic signals for this development require MTO approval.
- All upgrades needed for this project should be charged to the developer and captured with development charges.
- Any changes to the Highway 26 facility should be submitted for MTO review.
- MTO is not in a position to consider cost sharing for these developments.

These requirements have been reflected in the updated conditions of draft approval.

Provincial Policy Statement (2020)

Section 3(5) of the *Planning Act*, R.S.O. 1990, c. P. 13, as amended, stipulates that Council exercise its approval powers in a manner that is consistent with policy statements issued by the Province.

The Provincial Policy Statement (PPS) identifies that healthy, liveable and safe communities are sustained by, in part:

- promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term;
- accommodating an appropriate affordable and market-based range and mix of residential types (i.e. single-detached, additional residential units, multi-unit housing, affordable housing and housing for older persons) and other uses to meet long-term needs;
- promoting the integration of land use planning, growth management, transit supportive development, intensification and infrastructure planning to achieve cost-effective development patterns, optimization of transit investments, and standards to minimize land consumption and servicing costs;
- avoiding development and land use patterns which may cause environmental or public health and safety concerns; and,
- ensuring that necessary infrastructure and public service facilities are or will be available to meet current and projected needs.

The Bridgewater draft plan of subdivision would allow the subject lands to be development with a mix of residential land uses on full municipal services while preserving the surrounding natural features, including a Provincially Significant Wetland. The plan, as amended by the Tribunal in 2023, provides an opportunity for further intensification of residential land uses than originally contemplated with the 2007 development concept. Staff would note that a direct commitment to affordable housing as defined by the Province or Town has not been made as part of this proposal but these residential units would add to the overall housing stock in the Town and include a range of mid and higher density forms that tend to be smaller in size and more attainable in price-point. Furthermore, the proposed subdivision is in proximity to an established bay side neighbourhood. It is within 500 metres of public transit stop which is located at Vacation Inn Drive. Planning Services is satisfied that the extension request is consistent with the PPS.

Growth Plan for the Greater Golden Horseshoe (2020)

The *Planning Act* provides that the Council shall conform to the provincial plans that are in effect, or shall not conflict with them, as the case may be. The Growth Plan for the Greater Golden Horseshoe (the Growth Plan) builds on the PPS to establish a land use planning

framework for the Greater Golden Horseshoe that supports the achievement of complete communities, a thriving economy, a clean and healthy environment, and social equity. Guiding principles of the Growth Plan include, in part:

- supporting the achievement of *complete communities* that are designed to support healthy and active living and meet people’s needs for daily living throughout an entire lifetime;
- prioritizing intensification and higher densities in strategic growth areas to make efficient use of land and infrastructure and support transit viability;
- providing for the protection and enhancement of natural heritage, hydrologic, and landform systems, features, and functions;
- supporting a range and mix of housing options to serve all sizes, incomes, and ages of households.

With respect to the protection and enhancement of natural heritage features and their functions, the property’s provincially significant coastal wetlands will be set aside as open space blocks. Adding to this protection is a number of blocks that will be established as a buffer ring between these natural features and the proposed residential community. The Nottawasaga Valley Conservation Authority (NVCA) has reviewed the draft plan as part of the extension request and is supportive of the configuration of blocks for the protection and buffering of wetlands and their hydrological functions.

Further, the proposed development is near public transit, represents opportunities for intensification as a logical extension of the identified built boundary of Collingwood, and is consistent with the concepts of complete communities and compact built form as outlined in the A Place to Grow Plan.

Schedule “F” of the Town’s Official Plan identifies that this Draft Plan of Subdivision is within a designated Green Fields (Lands for Urban Uses) and is located outside but adjacent to the built boundary of the Town.

The Growth Plan emphasizes the creation of compact, transit-supportive and complete communities. The proposal can be considered a typical extension of the existing built-up form for this part of the Town in terms of lotting fabric, a mix of residential uses, transportation and servicing. The Growth Plan sets a minimum Green Fields density target of 50 people/jobs per hectare.

The probable Green Fields density calculation for the revised concept plan is estimated at approximately 131 persons/jobs per hectare. This calculation assumes in part that ten percent (10%) of all dwelling units will have a home occupation (jobs).

- *Persons* - 655 units x 2.28 persons/dwelling unit = 1493 persons
- *Jobs* - 655 units x 10% with home occupations = 66 jobs
- *Density Calculation* - 1493 persons + 66 jobs = 1559 persons/jobs ÷ 11.9 ha = 131 persons/jobs per hectare.

Planning Services is satisfied that the amend draft plan does not conflict with the policies of the Growth Plan.

County of Simcoe Official Plan

The County's Official Plan (COP) growth management strategy is based on four themes:

1. direct a significant portion of growth and development to settlements where it can be effectively serviced (see Figure 4 – COP Schedule 5.1 below),
2. Enable and manage resource-based development including agriculture, forestry, aggregates, and tourism and recreation,
3. Protect and enhance the County's natural heritage system and cultural features and heritage resources, including water resources, and
4. Develop communities with diversified economic functions and opportunities, and a diverse range of housing options.

With respect to Theme 1, the COP contains policies relating to the orderly development which is directed to Primary Settlement Areas. The Town of Collingwood is identified as a Primary Settlement Area, and the subject property is designated 'Settlement' within the COP.

With respect to Theme 2, its focus is promoting the wise use of the County's rural areas and is not generally applicable to this area of the Town.

With respect to Theme 3, the draft plan of subdivision is adjacent to a Provincially Significant Wetland (Coastal Wetland). This new residential community, with its supporting infrastructure such as roads and sewers, will be developed in the area that was farmed historically. The surrounding natural features will be protected in several open space blocks and buffers. While the principle of development has been established on this land, the County would support the Town and NVCA addressing any potential additional mitigation measures through site design to

ensure that no negative impact occur on the adjacent wetland feature. This includes physical separation through buffering, landscaping, tree protection and fencing in the areas between the natural features and the development proposed for this site.

With respect to Theme 4, the COP identifies a need for a wide range of land uses in Settlements in order to provide an opportunity for people to live, work, shop and find recreation in one compact community, and for Primary Settlement Areas to develop as complete communities that are transit-supportive and accessible through active transportation networks. Moreover, the Plan states *'Intensification, or directing of development to the built-up area and serviced areas within settlement areas, contributes to compact development form'* and *'...local municipalities shall promote and facilitate intensification and efficient use of land in built-up areas...'* Further, the COP requires the progression of development within a settlement area to be sustainable and a logical progression of development and in accordance with Provincial, County and local municipal official plan policies.

The County of Simcoe Planning Division provided comments with respect to the amended concept plan and did not identify any concerns with conformity with the COP.

Further, the County has indicated that it is not obligated to provide waste collection services for developments fronting onto private condominium roads. Based on their initial review it appears that this development has not been designed to meet the County's waste collection design standards. Therefore, the County will not service the proposed development. It will be the responsibility of the applicant to arrange for waste collection services for the residential dwelling units through a private contractor. The County has requested draft conditions to address the items outlined in their comments.

While appreciating that the above noted comment is standard practice for the County, Town staff and the agent are in discussions to remove all references to condominium from the Draft Plan at this stage of the project's review as tenure can be determined at a later date through future Planning Applications. However, given the high potential for future condominium description applications, the conditions related to the County waste pick-up requirements have been maintained. Planning Services is satisfied that the draft plan, as amended, conforms to the general intent and purpose of the COP.

Town of Collingwood Official Plan

Planning Services has determined that following schedules of the existing Town's Official Plan (TOP) are most pertinent to the Bridgewater draft plan of subdivision:

1. Schedule "A" *Land Use Plan* - the subject lands are designated Residential.
2. Schedule "B" – Natural Heritage Resource Areas – the subject lands contain significant natural features such as coastal wetlands.
3. Schedule "C" *Residential Density Plan* - the subject lands are identified as Medium Density and High Density.
4. Schedule "F" *Urban Structure* - the subject lands are in the Green Fields (Lands for Urban Uses).

Schedule "A" identifies the subject lands as being designated Residential and Environmental Protection land-use designations.

Schedule "B" indicates the subject lands contain Category 1 Wetlands. As previously noted, the development envelope of this draft plan of subdivision will be confined to the area of the property that was previously farmed. The surrounding natural features will be protected in several open space blocks and buffers.

Schedule 'C' entitled Residential Density Plan identifies that the unconstrained portions of the property are to be developed for residential uses (e.g. Medium Density Residential and High Density Residential).

In the Medium Density Residential designation, the primary residential uses shall be single-detached dwellings, semi-detached dwellings, duplex dwellings, fourplexes, triplexes, townhouses, apartments, student dormitories and boarding homes. The Medium Density Residential designation permits a minimum density of 20 units per gross hectare and a maximum density not exceeding 55 units per gross hectare. It is noted that the Tribunal amended concept plan of 655 units would also be within this minimum/maximum density range.

The portion of the subject lands designated as High Density Residential is a small portion of land abutting Highway No. 26. In the High-Density Residential designation, the primary residential uses shall be limited to apartment buildings and student dormitories. The High-Density Residential designation shall have a minimum density of 55 units per gross hectare and a maximum density of 120 units per gross hectare.

The number of units proposed within the current Draft Plan on land designated as High Density Residential has not yet been determined. This portion of the subject land is approximately 0.8 ha (2.0 ac). The permissible minimum/maximum density range for 0.8 ha of land designated High Density Residential is below:

- 0.8 ha x 55 units/ha = 44 units minimum; and
- 0.8 ha x 120 units/ha = 96 units maximum.

Theoretically, 44 to 96 units may be possible within the minimum/maximum density range of the area designated as High Density Residential.

With respect to the TOP's Community Services Policies, their overall intent is to ensure the availability of a full array of community services, including educational, institutional, and cultural facilities, among others, for all Town residents. Furthermore, as far as possible, "*...a permitted community service/public uses shall be situated in close proximity to major transportation routes and serviced by active transportation routes.*" Also, the TOP emphasizes that neighbourhoods are to be well connected, accessible and transit-supportive with a sense of place and belonging as the primary building blocks for achieving complete communities. In this regard, the subject property is located approximately 500 m from Vacation Inn Drive which is situated to the east on Highway 26. This is the nearest bus stop which would provide transit connectivity to the rest of the Town.

Planning Services is satisfied that the draft plan of subdivision, as amended by the Tribunal, conforms to the general intent and purpose of the TOP.

Town of Collingwood Adopted Official Plan

On December 11, 2023, a new Official Plan was adopted by Town of Collingwood Council. While not in force and effect until approved by the County of Simcoe, it provides additional context to understand if current decisions will be consistent with future land use designations and the long-term vision of the Town.

Planning Services has determined that following schedules of the Adopted Town Official Plan (ATOP) are most pertinent to the Bridgewater draft plan of subdivision:

1. Schedule '1' *Growth Management Plan* identifies the subject lands as within Greenfield Residential Community Areas and Greenlands System;

2. Schedule '2' *Land Use Plan* designates the subject lands as Future Neighbourhood and Environmental Protection; and,
3. Schedule '3' Natural Heritage System designates the subject lands as being within the Natural Heritage System Adjacent Lands Overlay.

The Greenfield Residential Community Areas include those areas within the Town that are outside of the Built-Up Area Boundary but are needed to accommodate urban growth over the time horizon of this Plan. The Greenfield Areas identified on Schedule 1 are also expected to accommodate significant growth over the time horizon of this Plan. They are expected to become new residential neighbourhoods and shall achieve an overall minimum gross density target of 55 residents and jobs combined per hectare. Greenfield Residential Community Areas that incorporate the elements of the Town that are focused on primarily residential land uses, but may also include community facilities, parks, institutional uses and small-scale retail and service commercial uses that support local residents. The proponent is open to considering these uses through the detailed design of the subject lands. It is the intent of the Town to promote well-designed and attractive residential neighbourhoods throughout Collingwood. Future neighbourhoods will include an appropriate range and mix of housing types, parks and open space features, and an array of community facilities such as neighbourhood centres.

The adopted OP includes a specific overlay for lands adjacent to significant environmental features, recognizing the need for sensitive planning in these areas. Adjacent Lands Overlay policies state that the intent of the Adjacent Lands Overlay is to trigger the requirement for the preparation of an Environmental Impact Study to support applications for development. Adjacent Lands may have ecological functions or linkages that are important to the long-term health of the features and functions of the Natural Heritage System. In this regard, the proponent has undertaken a series of studies to identify the physical extent of the significant natural features as well as the adjacent buffer areas required to protect their form and function.

In the Transportation Section, the new OP states that the creation of new lots on private roads and/or the construction of new private roads or extension to existing private roads to support development is discouraged by this Plan, except under limited circumstances. Further, to ensure emergency access and connectivity, the new OP states that new development may require more than one access route for emergency services to connect to the Road Network. When a single access provided by a proposed road generally exceeds 250 metres measured from the centerline of the existing, intersecting road, or exceeds 100 dwelling units, more than

one access point is required. Staff have discussed these matters with the proponent and the draft approved plan has been amended to ensure that future applications can be consistent with these policies.

Based on the above, Planning Services is satisfied that the Bridgewater draft plan as revised will conform to the general intent and purpose of the Adopted OP.

Town of Collingwood Zoning By-law (ZBL)

The ZBL was amended by the Ontario Land Tribunal in 2023. As a prerequisite to this action, a Zoning By-law Amendment (ZBA) Application was filed with the Town on August 9, 2018. It sought to amend the ZBL, with respect to the areas currently zoned by the four R3 exception zones, in order to:

- collapse the four R3 exception zones into one R3 exception zone,
- increase the number of permitted dwelling units from 328 to 655 in accordance with the TOP density limits,
- allow single detached, semi-detached, townhouse, group or cluster dwellings and one apartment building, and
- permit specific zoning provisions applicable to the apartment use to address setbacks and height permissions.

The ZBA amended the proposal to also permit and define 'back-to-back townhouses' and 'stacked townhouses', as well as to permit 'apartment buildings', as opposed to 'one apartment building'. The ZBA was deemed complete as of October 16, 2018 supported by a Planning Justification Report, a Scoped Environmental Impact Study, a Vegetation Monitoring, Floristic Composition and Structure study, a Functional Servicing and Stormwater Management Report Update, and a Traffic Impact Study Update. The ZBA was subject to a technical review on November 29, 2018, resulting in comments from the Town Planning Department limited to confirming the existing TOP and ZBL provisions and advising that any changes to the Conditions prior to rezoning would be premature. A public meeting was held on March 25, 2019, after which Consulate prepared a revised Concept Plan with a revision date of July 26, 2007 to address comments from Town Council, the public and Town staff. The matter was appealed to the Tribunal in 2021 with the hearing being held in 2023 wherein the ZBA was approved as submitted.

The Tribunal found that ZBA had:

- regard for matters of provincial interest;

- conformed to the Growth Plan and the COP;
- concluded that the TOP does not yet contain the requisite policies to direct the provision of AH to the Proposed Development; and,
- concluded that there is no need for a holding provision as the Conditions provide for phasing and the confirmation of servicing capacity to the satisfaction of the Town.

As amended by the Tribunal, the current zone provisions of this property are as follows:

1. Residential Third Density Exception Five (R3-73);
2. Deferred Residential Exception Two (DR-2);
3. Deferred Residential Exception One (DR-1);
4. Recreation Exception Three (REC-3); and,
5. Environmental Protection Exception Two (EP-2) through Environmental Protection Exception Seven (EP-7) inclusive.

The proposed draft approved plan, as amended, appears to conform to the zoning provisions noted above and a condition of draft approval requires demonstration of zoning compliance prior to the registration of any phase. Therefore, Planning Services is satisfied that the zoning remains appropriate for the subject property.

Servicing Capacity Allocation Policy (SCAP) Evaluation

On April 26, 2021, Town Council adopted By-law 2021-24, an Interim Control By-law (ICBL) restricting the issuance of building permits in the Town of Collingwood considering long-term water treatment plant capacity challenges identified at that same meeting by Public Works and Engineering. Also at that time, Council directed that a land use policy study be undertaken. Staff consulted with the Town Solicitor and the consideration of the draft plan approval in 2021 was permissible during the term of the ICBL. Specific conditions were crafted in consultation with the Town Solicitor that addressed the water servicing constraints identified by Public Works and Engineering. As of July 19, 2023, the Interim Control By-law (ICBL) is no longer in effect and exemptions to it are no longer required to allow development to continue. As a result of the land use policy study that was completed, the Town now has a comprehensive system for the allocation of municipal servicing capacity to support the development of a complete community.

The Servicing Capacity Allocation Policy (SCAP) was developed to guide how servicing capacity is allocated in a sustainable, transparent, equitable and responsible manner, with most minor development proposals exempted from the SCAP process. Major development projects

are required to undergo merit-based evaluations through the SCAP and may be allocated servicing capacity through the 'batch review' process.

In preparation for their Extension Request submission, the Developer's team evaluated their project using the Town's SCAP Matrix – Residential. The Applicant Evaluation was 79% while the Planning Services' review of the Bridgewater proposal resulted in a 48% score. This score can be improved upon with the proponent providing specific details pertaining to how the development concept can be refined to embody a more affordable, conservation and sustainable community.

A score of 50% is generally required for consideration of servicing capacity allocation, however Council may consider allocation at its sole discretion. It is important to note that a capacity commitment will be reflected in the updated conditions of draft approval, however any future allocation and its timing are at the complete discretion of the Town. When a phase is ready to advance, it will be included in the SCAP batch approval process and would be evaluated based on the merits of the proposal against the other shovel-ready developments. Further, the Council will be able to review the SCAP score and make a decision on the formal allocation of capacity through the development agreement when a phase of the subdivision is to being considered for registration. The proponent has been strongly encouraged to work on increasing the SCAP score to improve likelihood of allocation. Staff can confirm that a phasing plan in accordance with SCAP is required as an amended condition of draft approval and would be provided once the detailed design of the residential blocks is available.

As noted in the "Progress" section of this report, the SCAP provides a policy approach to the extension requests for draft approved plans, with one year being the standard and additional years possible if extenuating circumstances are demonstrated. The proponent has provided a case for consideration due to extenuating circumstances affecting this project since 2018. These extenuating circumstances include the following:

1. Significant work was undertaken to support the Owner's 2018 application to rezone the subject lands. This work included several reports and studies integral in also addressing many conditions of Draft Approval. This is an example of the Owner actively working on Conditions of Draft Approval while seeking to modify the zoning provisions.
2. In April 2021, the Town reacted to water supply issues resulting in an Interim Control By-law that limited development.

3. A compounding effect was felt because in early 2020 development work programs and processes were halted or interrupted because of government responses to Covid 19. The repercussions lasted well over a year.
4. In August 2021, the Owner filed an appeal to the OLT, the Hearing was held 20 months later in May 2023. During this period the Owner could not advance plans or detailed engineering work.
5. In 2023, the effects of significant increases in interest rates had a dramatic effect on the housing market. The private sector has by necessity found it necessary to either halt development plans and/or pivot to address an uncertain market. The Owner is actively undertaking market research with the aim of updating a development concept plan for purposes of further review with Planning Staff later this year. The Owner aims to enter the market in 2025.

In light of the above commentary, it is the opinion of Planning Services that extenuating circumstances apply to this file, which would provide eligibility for more than a one-year extension.

Infrastructure and Other Servicing Considerations

Engineering Services staff have thoroughly vetted the Bridgewater Extension Request noting that several infrastructure components are required to facilitate this development in an orderly and sustainable manner.

Improvements to the Town's stormwater system include:

- Silver Creek Spill Conveyance by construction of a flood diversion channel (Greenland Channel),
- stormwater outlet improvements on Princeton shores boulevard (culvert/ bridge improvements), and
- a private stormwater management pond to be maintained by the Condominium Corporation.

Improvements to the Town's wastewater system include:

- decommissioning of Silver Glen Pump Station,
- construction of new sanitary pump station on Block 16,
- extension of sanitary sewer on Silver Glen Boulevard, and
- cost sharing to third party developer for the oversizing of sanitary forcemain.

Improvements to the area's road network include:

- emergency access road to Bartlett Boulevard,
- traffic signals at Highway 26 and private entrance roadway, and
- internal private roadways maintained by the Condominium.

Improvements to the Town's water system include:

- the looping of watermain to Bartlett Boulevard and Highway 26.

These notable infrastructure components required to facilitate the Bridgewater draft plan of subdivision have been stipulated in the amended Conditions of Approval. Upon final approval of this plan, appropriate clauses in the Town's Subdivision Agreement will ensure these works are undertaken to the satisfaction of the municipality.

Community Connectivity Considerations

The Bridgewater development is generally separated from the other west end communities because it is surrounded by a coastal wetland on all sides. Its road network consists of a single ingress and egress access point onto Highway 26 and emergency access through to Bartlett Boulevard. There is no additional potential for road connectivity given the environmental constraints. The development will incorporate trail linkage features connecting the interior neighbourhood to community trails on the south side of Highway 26. Park areas, if they are to be included as part of any future Planning Applications, will be provided and will be detailed in the required development agreements. In terms of active transportation facilities, the pedestrian trails do exist in the immediate area on Silver Glen Boulevard and the Vacation Inn Trail. These facilities are located approximately 200 metres away on the south side of Highway 26.

The Bridgewater development is best described as a mixed density residential community consisting of 655 residential units, plus additional units in the high-density block adjacent to Highway 26. There is no neighbourhood commercial hub or community centre planned to service its residents. The closest amenities of this nature are located in the vicinity of First Street and Balsam Street (Hwy 26). However, the applicant is open to revising the zoning applicable to the subject lands to permit commercial uses through the detailed design process.

Alternative Options

Appropriateness of the Bridgewater Draft Plan Approval Extension Request

Analysis of the appropriateness of extending this draft plan approval was based on an examination of the subdivision proposal as amended by the Tribunal in 2023, inclusive of the

proposed amendments outlined in this report. Planning Services viewed the request through the context of the existing policy and regulatory framework, current circumstances and challenges as well as the ability to address issues through the provision additional/modified conditions of draft plan approval. Staff's review focused on the following areas:

1. File history, current status and associated applications in progress,
2. Provincial and Municipal planning policy and legislative framework, as outlined in this Report
3. Technical requirements and standards, including servicing and infrastructure requirements,
4. Progress made toward final approval and registration, along with any extenuating circumstances that impacted the ability to progress, and,
5. Other important issues and challenges, including water capacity and allocation as governed by SCAP, and connectivity with other existing neighbourhoods.

Subsequent to review and in accordance with the analysis and input from others as outlined in this Report, Planning Services has generally concluded that the Bridgewater Draft Approved Plan of Subdivision continues to represent good planning. In this regard, the extension to this draft plan approval, subject to modifications to the associated conditions of draft plan approval, is appropriate and recommended for a period of between 1 and 3 years in recognition of extenuating circumstances that have impacted progress, most notably the OLT proceedings that delayed zoning updates for the subject lands until 2023.

Several options are available to Council as it considers the merits of the Extension Request pertaining to the Bridgewater Draft Plan of Subdivision. They are as follows:

- a) Council can grant the extension request as requested by the proponent (3-year extension). This would allow the developer's team the opportunity to satisfy the amended conditions of draft plan approval and enter into a Subdivision Agreement with the Town no later than July 29, 2027. The proponent is advocating this approach based on extenuating circumstances and while staff agree, Council should consider the rationale noted in Option b) below to be preferable;
- b) Council can choose to extend for a different amount of time for the extension. Staff are also able to support a 1 or 2 year extension, allowing time for the applicant to work with the Town on the detailed design of the residential blocs, road and lotting pattern,

potential rezoning to include commercial uses, and any other revisions to support good planning of the site under the new 2023 Official Plan. Choosing a 1 or 2 year extension period would keep up the pressure to see this site appropriately designed in the near term and housing supply delivered to market as quickly as possible to address the housing crisis. If the design work is completed and the required planning applications submitted to support registration of the first phase of development, an additional extension could be considered by Council.

- c) Council can choose to modify the Draft Plan and/or its Conditions of Approval in support of an extension. Modifications to a draft approved plan can be either minor or major in nature. A number of amendments to the conditions of draft approval/plan have been initiated by the proponent and staff through the extension process. Council may wish to further amend the proposal; however, it should be noted that the Applicant can appeal changes to conditions of approval and staff would advise that any additional revisions desired by Council be circulated for technical review and staff be afforded the opportunity to comment on the land use planning merits of Council's request.

- d) Council can decline to grant the extension request and let the draft plan approval lapse as of July 29, 2024. Lapsing would result in the need for the developer's team to reapply to the Town with a new Application for Plan of Subdivision should they wish to further develop these lands for urban land uses. Staff would note that lapsing of the draft approved plan does not impact the zoning in effect on the lands. Similar to Option b), this course of action would allow Council to revisit the development concept through the lens of the newly adopted Town Official Plan and other plan review processes available to them such as secondary plans. The number, density and distribution of residential units, location and orientation of streets, utility adequacy, and conservation of natural resources could be more fulsomely examined with other greenfield developments at the time of submission. Should Council not elect to extend the draft plan approval, there is likely no appeal to the Ontario Land Tribunal to dispute that decision (legal advice required). However, Section 51(43) of the Planning Act allows applicants to appeal the conditions of draft approval at any time up to the point of registration. Therefore, there would be a risk that the Applicant may appeal the one or more conditions not related to the lapsing date in the few days that remain prior to lapsing. Additionally, Section 51(33.1) of the *Planning Act* allows a Council to essentially reinstate a lapsed draft

approved plan within 5 years of the lapsing, provided that the lands are not subject to a purchase and sale agreement and that the draft approval has not already been reinstated under this section.

The applicant is likely to be strongly concerned about the possibility of Council wishing to allow the file to lapse as there would be negative impacts to property value and lost investment in previous background work and supporting documentation.

Financial Impacts

The Bridgewater draft plan of subdivision will deliver an adequate, appropriate and orderly mix and supply of residential units in anticipation of the Town's future development and servicing conditions. It provides a long-term foundation for stable community growth and results in the generation of growth-related revenue associated with building permit fees, development charges, taxes, and other related fees. The potential for an OLT appeal would also have financial impacts, which can vary depending on the nature and scope of the appeal. Should an appeal be lodged, further detail on cost estimates would be provided to Council in-camera.

Conclusion

Based on the land-use planning analysis and the Town's development review process, the submitted extension request, subject to the proposed amendments to the conditions of draft approval and the redline revisions to the draft approved plan, generally conforms with the relevant land use planning instruments. The draft plan approval continues to have merit and is appropriate under the Town's Official Plan policies and Zoning By-law provisions, as well as County of Simcoe and Provincial planning policies. Furthermore, the conditions of draft approval have been brought up to date to reflect current best practice and address current challenges faced by the Town.

As such, Council is recommended to consider a further extension of the current Draft Approval for a maximum period of 3 years as requested by the proponent, subject to the amended conditions/draft plan content. This allotment of time should be sufficient for the proponent to continue to pursue detailed design and the final approval for the draft plan of subdivision as contemplated by the Tribunal decision to approve associated Zoning By-law Amendment in 2023. A 3 year extension for the draft plan approval is seen by the proponent as sufficient given the desire of the applicant to update the development concept.

3. Input from Other Sources

The following documents were submitted by the proponent's agent in support of the extension request and made available to internal and external agencies:

1. BRIDGEWATER Draft Approval Extension Agent's Letter, February 8, 2024;
2. Bridgewater Draft Plan - July 26, 2007 (OMB Approved);
3. Bridgewater Draft Plan – Crozier Revisions Clean;
4. 2024.06.11 – SAN WTR Demand Calcs;
5. BRIDGEWATER SCAP Matrix; and,
6. Town of Collingwood Application for Extension to Draft Plan Approval – Bridgewater, February 8, 2024.

Planning Services staff also reviewed the following document to understand the extension request in light of more recent Ontario Land Tribunal ruling:

7. Bridgewater OLT-21-001360 Decision, July 25, 2023.

Additionally, it is noted that in reviewing the extension request and in providing the recommendations contained within this Report, staff have also generally reviewed and considered a number of Town Master Planning documents, including, but not limited to, the Master Servicing Study, Master Stormwater Management Study, Transportation Master Plan, Parks Recreation and Culture Master Plan and Cycling Plan.

The Bridgewater draft plan of subdivision extension request was circulated to Town Departments and external agencies for review and comment. The following agencies responded to the Town's circulation notice:

- The Town's Engineering Services has reviewed the conditions of draft approval for Bridgewater and does not recommend any changes to relevant engineering conditions based on the modifications made in 2021, other than updates to current standard condition wording.;
- The Town's Environmental Services Department have reviewed the updated FSR flow calculations and amended the SCAP-related conditions, as well as the requirements for easements, which were no longer needed given servicing is in the road allowance of HWY 26. They have no additional comments;

- Enbridge Gas does not have changes to the previously identified conditions for this extension of draft approval request;
- EPCOR asked that their documentation be forwarded onto the proponent;
- Hydro One have reviewed the documents concerning the noted Plan and have no comments or concerns at this time;
- MTO noted that the application has been reviewed by our Corridor Management Section and permits are not required. They also advised that:
 - All TIS submitted to MTO should be as per the MTO TIS guidelines. The latest Traffic Impact Study found for this application was from 2018. Please circulate any updated Traffic Impact Studies as part of this project for MTO review. Additionally, according to the 2018 TIS the future traffic signals were warranted based on Four-Hour Vehicle volume. As per OTM Book 12, page 83, the MTO does not use the Minimum Four-Hour Vehicle Justification as part of signal justification.
 - Please note that proposed (future) traffic signals for this development require MTO approval. The town would be responsible for traffic operations under its jurisdiction.
 - If highway improvements are required, all upgrades needed for this project should be charged to the developer and captured with development charges. Any changes to the Highway 26 facility should be submitted for MTO review. MTO is not in a position to consider cost sharing for these developments.
- County of Simcoe advises that *“the Owner shall agree in the Subdivision Agreement that development charges be paid in accordance with the current County of Simcoe Development Charges By-law and policies in effect at the time of Building Permit issuance”*.
- Wendake requests information concerning the archaeological studies for the project. Planning Services has responded to the Wendake noting that an archaeological assessment is required in the conditions and that it will be circulated to them once completed.

All matters related to the subject extension request have been satisfactorily addressed.

In accordance with the *Planning Act*, the Town was not required to hold a Statutory Public Meeting regarding the extension request.

Staff Report No. P2024-xy was forwarded to Department Heads on June 28, 2024 and the content of this report responds to the feedback received.

4. Applicable Policy or Legislation

- *Planning Act* (1990, as amended)
- Provincial Policy Statement (2020)
- Growth Plan for the Greater Golden Horseshoe (2020 Consolidation)
- Simcoe County Official Plan (2016)
- Town of Collingwood Official Plan (2004)
- Town of Collingwood Adopted Official Plan (2023)
- Town of Collingwood Zoning By-law 2010-040

5. Considerations

- | | |
|--|--|
| <input checked="" type="checkbox"/> Community Based Strategic Plan: | Consistent with CBSP |
| <input checked="" type="checkbox"/> Services adjusted if any | The Conditions of Draft Plan Approval have been updated to reflect the circumstances the Town is experiencing. |
| <input checked="" type="checkbox"/> Climate Change / Sustainability: | Positive impact on climate change/sustainability (decreases GHG emissions) |

The proposal furthers the buildout and intensification of serviced land within the Town's built boundary contributing to a complete community.

- | | |
|---|--|
| <input checked="" type="checkbox"/> Communication / Engagement: | The Bridgewater draft plan of subdivision extension request was circulated to internal and external departments and agencies in keeping with the Planning Act. |
|---|--|

- | | |
|--|----------------|
| <input type="checkbox"/> Accessibility / Equity, Diversity, Inclusion: | Not Applicable |
|--|----------------|

- ☐ Registered Lobbyist(s) relating to content: Not Applicable

Next steps and future action required following endorsement:

- Agent advised of Council's Decision pertaining the Extension Request
- Future Subdivision Agreement once conditions of draft approval are satisfied.

6. Appendices and Other Resources

Appendix A: [Draft Approval Extension Request](#)

Draft Plan Approval Extension Request - Bridgewater – 11644 & 11700 Highway No. 26
P2024-15

Page 31 of 31

Appendix B: [Draft Approved Plan – OMB 2007](#)

Appendix C: [Updated Conditions of Draft Plan Approval as per OLT Order](#)

Appendix D: [Redline Revised Draft Approved Plan - OMB 2027](#)

Resource 1: [Bridgewater OLT-21-001360-JUL-25-2023](#)

Resource 2: [BRIDGEWATER SCAP MAY 2024 PS Review](#)

Resource 3: [SAN WTR Demand Calcs June 2024](#)

Resource 4: [OLT 22 003148 JUL 16 2024 ORD](#)

7. Approval

Prepared By: Steve Stone, Community Planner

Reviewed By: Lindsay Ayers, MCIP, RPP, Manager, Planning

Reviewed By: Summer Valentine, MCIP, RPP, Director, Planning, Building and Economic
Development

CAO Comments:

Endorsed with Amendments on July 17, 2024 to proceed to Council



Staff Report P2024-16

Committee 2024-07-08

Council 2024-07-22

Amendments ☒

Submitted To: Committee of the Whole | Council

Submitted By: Summer Valentine, Director, Planning, Building and Economic Development

Prepared By: Steve Stone, Community Planner

Subject: Proposed Draft Plan Approval Extension Request
Panorama (Mair Mills Village - Mair Mills Village Inc.)
260 Mountain Road
Town File No. D12020224

Recommendation

THAT Report P2024-16, "Draft Plan Approval Extension Request - Panorama - 260 Mountain Road", dated July 8, 2024, be received;

AND THAT in recognition of the housing crisis and the urgency at all levels of government to increase housing supply in the near term, Council approves a one year extension of Draft Approval for the Plan of Subdivision - Panorama (D12020224), including amendments to the associated conditions of draft plan approval as appended to this Report **as updated on July 11, 2024**, to allow the proponent to demonstrate significant progress toward registering the first phase of development.

**Note the revised resolution (bold) post Committee of the Whole on July 8, 2024 to recognize minor updates to Appendix C.*

Amendments

Minor amendments to the Updated Conditions of Draft Plan Approval, as presented to the Committee of the Whole on July 8, 2024, have been undertaken as a result of refinements requested by the Applicant and are appended to this updated Report. In this regard, Condition 32b has been added to reflect further discussions between the proponent and Town staff to appropriately articulate the external works required. Condition 55 has been added to facilitate the conveyance of two blocks to the abutting golf course landowner. Condition 56 has been added to ensure that the Phasing Plan is appropriately refined to facilitate the conveyance of Blocks to the golf course landowner and Town in the near-term. Finally, Condition 98 has been updated to reflect the Committee of the Whole's decision to grant a three year extension of Draft Plan Approval on July 8, 2024.

1. Executive Summary

The purpose of this Report is to provide Council with an analysis and recommendations regarding the request to extend Draft Plan Approval for the file known as Panorama (Mair Mills Village - Mair Mills Village Inc.) (i.e. "Panorama"), municipally addressed as 260 Mountain Road.

The Panorama Draft Plan Approval was scheduled to lapse on June 29, 2024. In this regard, the Town has received the extension request from the Panorama's agent on February 12, 2024. The proponent has requested the draft plan approval be extended for an additional six (6) years. Staff issued an emergency 30-day extension to the lapsing date on June 11, 2024 under delegated authority to allow the technical review to be completed and conditions of draft approval to be updated accordingly. The lapsing date is now July 29, 2024.

The previously approved Panorama Draft Plan of Subdivision includes 319 dwelling units including 127 detached dwelling units and 192 multiple dwelling units comprised of freehold townhouses, condominium townhouses, stacked townhouses and/or apartment dwellings. There are also several future development blocks where a mix of single

detached, semi-detached and townhouse units are proposed. The plan also includes a block for a park, stormwater management facility and neighbourhood commercial uses.

The appropriateness of extending the draft plan approval is contained in the Analysis section of this Report and supported by the materials which examines the draft approval against review criteria addressing:

- file history and status,
- consistency and/or conformity with the relevant planning policies, legislation and regulations, as well as applicable technical standards and guidelines,
- servicing and infrastructure requirements,
- applicant efforts to advance the development, and
- other important matters of interest to Council and the community.

Based on the development review process, Planning Services confirms that the submitted proposal is general in conformity to the relevant land use planning instruments.

Staff recommend that Council consider approving the Draft Plan Approval Extension Request – Bridgewater for a period of between 1 and 3 years.

2. Background

The Town has received a draft plan approval extension request for the Panorama (Mair Mills Village - Mair Mills Village Inc.) (i.e. “Panorama”), which is due to lapse. This draft residential subdivision was originally approved on May 19, 2009. Subsequently, revisions, associated rezoning and an extension request were approved in 2013 with additional extensions being granted in 2015, 2019 and 2021. This Report considers the extension request with a greater rigor than may have been the case in the past, reviewing among other things:

- overall planning and technical merit measured against the policies, standards, guidelines, and regulations currently in effect,
- the detailed status of the draft plan conditions relative to a variety of factors,
- input from departmental and agency partners, as well as,

- information from and discussions with the applicant.

The application for extension, complete with fee, was received on February 12, 2024 and was circulated for technical review on March 13, 2024. At the end of May, responses from key external commenting agencies still had not yet been received, notably the Conservation Authority. As more time was needed for the technical review and authoring of the staff report for Council, the Director of Planning, Building and Economic Development issued a 30-day emergency extension to the lapsing of draft approval under the Town's Delegation By-law 2020-059 as amended, on June 11, 2024. As a result, the new lapsing date is July 29, 2024.

Property Description

The subject property is located southwest of the Tenth Line and Mountain Road intersection. The 19.82-hectare property fronts onto Mountain Road and Tenth Line, is legally described as Part of the North Half Lot 44, Concession 11, Town of Collingwood, County of Simcoe and is known municipally as 260 Mountain Road. The property has a total lot frontage onto the Tenth Line of approximately 284 metres, a lot depth of approximately 672 metres and a total lot area of 19.82 ha. The subject property is generally flat and consists of open fields which were historically farmed with a small woodlot area at the rear as shown in the following Figure 1:

Figure 1 – Subject Property



The surrounding land uses include golf course to the south, residential subdivisions to the west, vacant lands to the north and an industrial area to the east. Further to the west is the Niagara Escarpment and further to the east is downtown Collingwood.

Subdivision Application History

The Application for Draft Plan of Subdivision was first draft approved on May 19, 2009 with subsequent revisions, an extension and associated rezoning being approved on April 29, 2013. An additional extension of draft plan approval was granted on November 2, 2015 with expiration of lapse date of April 29, 2019. Since then, Town Council has granted extension to draft plan approval once again in 2021 for a period of three (3) years. The applicant, along with a consortium of other west-end developers has been in discussions with staff regarding the possibility of an early payment agreement under the Development Charges Act to front-end the cost of required linear municipal water and reservoir infrastructure upgrades. In May of 2024, those discussions reached an impasse. As previously noted, a 30-day extension was granted by the Director on June

11, 2024 to allow the applicant to respond to the technical comments that had been received. The Panorama Draft Plan Approval is set to lapse on July 29, 2024.

Most recently, the proponent's engineering team submitted a design for an alternate watermain distribution system to the Town on June 6, 2024. Environmental Services staff have reviewed this alternative servicing solution and confirm that it meets technical standards and can be pursued for the Phase 1 of the development at minimum and potentially future phases pending further technical investigation. Therefore, this file is no longer solely reliant on an early payment agreement to facilitate the required infrastructure upgrades and can proceed independently to registration of the first and possibly additional phases in the near-term.

Zoning By-law Amendment History

The subject lands were rezoned on June 25, 2018 by Town Council via By-Law No. By Law 2018-052. This By-law implemented a number of amendments and included additional changes to zone provisions for the Residential Third Density (R3) Zone, Recreation Zones (REC) and the Local Convenience Commercial Zone (C6). Also added were the following exceptions to the R3 Zone:

- R3-54 Zone which permits street townhouses on blocks 136, 137, 138 and 140 with reduced minimum lot frontage (min. 6 metres), minimum lot area (180 square metres) and minimum interior side yards of 1.5 metres;
- R3-42 Zone permits street townhouses on block 139 as per the above R3-54 with a continuation of a previously required minimum rear yard setback of 15 metres to address mitigation of golf spray from the lands to the south;
- R3-55 Zone permits street townhouses as per the provisions above with the R3-54 Zone, and also adds permissions for townhouses on a private road, and stacked townhouses, on blocks 134 and 135; and,
- R3-56 Zone also identifies that stormwater management facilities and a public park are permitted uses.
 - For the purposes of this zone a stacked townhouse dwelling is the whole of a building divided by common walls or common floors but sharing a

single roof into three (3) to eight (8) separate dwelling units, each of which has a separate and independent doorway either directly to the exterior of the building or through a combination of shared hallways, stairwells, and vestibules.”

By-law 2018-052 established the applicable maximum gross leasable area provision for a main building in the Local Convenience Commercial (C6) Zone is increased from 465 m² to 600 m², an increase of 135 m². As noted, this increase is viewed as being modest in nature and of assistance in addressing the needs of residents to access commercial amenities of this area of Town. It is noted that regardless of the increase to gross leasable area, other applicable zoning provisions for the Local Convenience Commercial (C6) Zone maintain the maximum size of an individual commercial unit to 230 m².

Proposal

The Panorama (Mair Mills Village - Mair Mills Village Inc.) Draft Plan of Subdivision, which was originally approved by Town Council in 2009 with several draft plan approval extensions occurring since consists of the following elements:

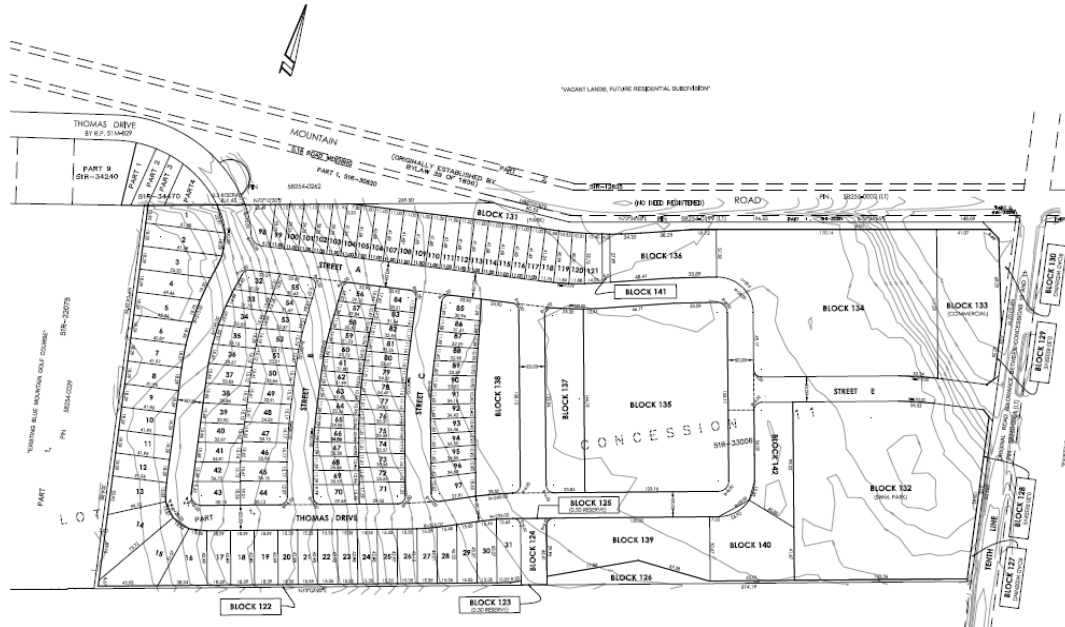
- 121 single detached residential lots (Lots 1-121);
- 8 multi-unit residential blocks (Blocks 134-140 and 142);
- 1 block for park lands (Block 131);
- 1 municipal stormwater management/parkland block (Block 132);
- 1 block for local convenience commercial uses (Block 133);
- 1 block for a walkway (Block 141);
- 4 blocks for 0.3m reserves (Blocks 123, 125, 128 and 129);
- 1 block for a future street (Block 124);
- 2 blocks for road widenings (Blocks 127 and 130);
- 2 blocks to be dedicated to the adjacent owner for buffering (Blocks 122 and 126); and,
- lands for future public streets are noted as Streets A through E, inclusive, and the Thomas Drive extension.

The Draft Plan is illustrated in Figure 2.

Draft Plan Approval Extension Request - Panorama – 260 Mountain Road
P2024-16

Page 8 of 33

Figure 2 – Draft Approved Plan - Panorama



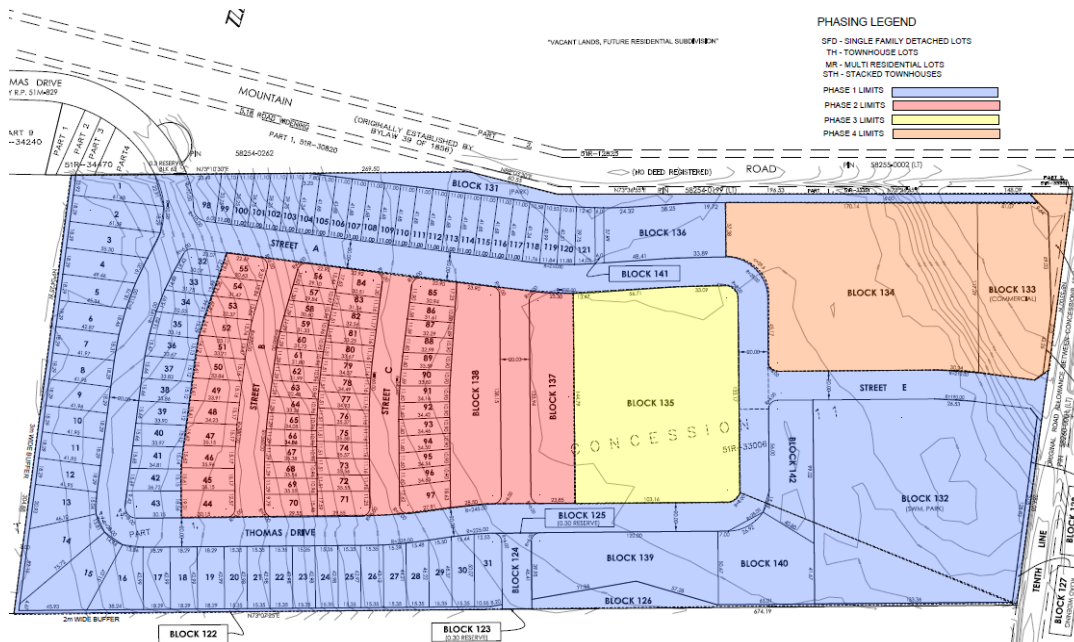
Modifications to Proposal

An essential component of an extension request is the ability for the associated conditions and draft plan to be updated to meet current standards, policies, regulations and guidelines in effect. The technical review of the proposal and subsequent discussions with the proponent have resulted in adjustments to the conditions of draft approval. This is to ensure that this draft plan approval remains appropriate relative to current circumstances and provides necessary flexibility to deal with anticipated changes over the next several years. It is the intention of the proponent to register the Phase 1 in the near-term but would also consider future redline amendments related to the ultimate mix and density of residential units in the future phases to align with the vision in the adopted Official Plan (see Figure 3 below). Notwithstanding these efforts, it is noted that should additional changes be needed in the future to better reflect community circumstances, Council has the power to change the conditions of approval at any time prior to final approval and registration or consider amendment applications advanced by the proponent.

Draft Plan Approval Extension Request - Panorama – 260 Mountain Road
P2024-16

Page 9 of 33

Figure 3: Panorama Phasing Plan



Planning Services staff note that the draft plan conditions for this subdivision address a multitude of matters, such as municipal servicing infrastructure, urban design, future details for the multi-residential blocks, and approvals or requirements from outside agencies, that need to be resolved before final plan approval occurs. The updated Conditions of Draft Approval are attached to this Report (see Appendix “C”).

The recommended lapsing period of one (1) to three (3) year extension from the current lapse date of July 29, 2024 may be modified by Council as outlined later in this Report, highlighting that the applicant did request a six-year extension, which staff are unable to support.

Progress

Since the previous Draft Plan Approval extension in 2021, several significant events have occurred involving the Panorama Draft Plan of Subdivision. Firstly, the Town of Collingwood Council adopted its Servicing Capacity Allocation Policy (SCAP) in May 2022 (further amended in January 2023). Secondly, a new Official Plan was adopted by Town Council in December 2023. Thirdly, the proponent's engineering team has proposed an alternative water servicing solution in May 2024.

With respect to the SCAP, it states that in order to ensure that development proceeds expeditiously and does not hold commitment to allocate or allocation without performance, it is the intent of Council to update the Town's Official Plan policies to align approval of draft plans of subdivision and condominium descriptions with the initial three (3) years commitment plus one (1) year maximum for any extension of capacity commitment and/or allocation as per this Policy, unless extenuating circumstances (e.g. change of ownership, significant amendments to the proposal, unforeseen economic conditions, etc.) are demonstrated. Until such time as the Official Plan is updated, the Allocation Policy shall serve as Council's direction respecting new approvals or requests to extend existing draft approvals.

The adopted 2023 Official Plan contains policy provisions related to servicing capacity allocation and extension of draft approved plans to align with SCAP. Planning Services anticipates that the new Official Plan will receive its final approval from the County of Simcoe before the end of this year. Though the applicant intends to register the Phase 1 in the near term, they have noted that the adopted Official Plan when approved offers future opportunities for possible mixed use and medium rise apartments in later phases for blocks 134, 133 and 135, which affords Planning Services the opportunity to explore further updates to the Draft Plan that are in conformity with Town Council's latest vision for this community.

With respect to site servicing, the Panorama agents met with Environmental Services and Planning Services staff to discuss the feasibility of routing the water supply from the Town's existing infrastructure located in close proximity to west of proposed development. This approach would use excess capacity from the existing Osler Bluff Road booster pumping station. There is option to extend the watermain from the stub at the end of Thomas Drive, through the development, including a connection to the Mountain Road watermain system (complete with a pressure reducing valve). The modelling confirms this approach will provide sufficient domestic supply for the Phase 1 of the proposed development. As noted previously, the Phase 1 of the project at minimum would no longer be tied to west-end linear and reservoir upgrades or an early payment agreement to allow registration in the near-term.

In light of the above commentary, it is the opinion of Planning Services that extenuating circumstances apply to this file, which would provide eligibility for more than a one-year extension.

3. Analysis

Matters of Provincial Interest

Section 2 of the *Planning Act*, as amended, provides that Council, in carrying out their responsibilities under the *Planning Act*, shall have regard to matters of provincial interest.

Planning Services is satisfied that the proposal has regard to the applicable matters of provincial interest and, more specifically, supports the following principles:

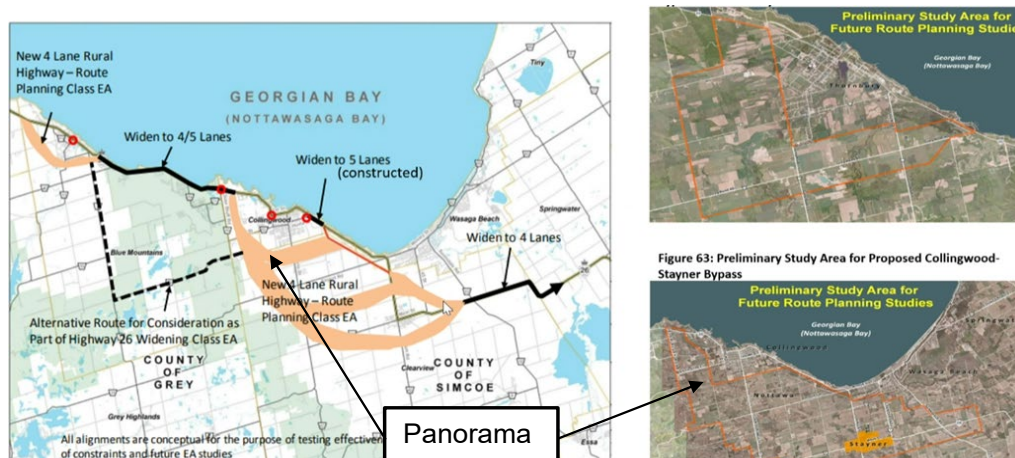
- (a) the protection of ecological systems, including natural areas, features and functions;
- (f) the adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems;
- (h) the orderly development of safe and healthy communities;
- (i) the adequate provision and distribution of educational, health, social, cultural and recreational facilities;
- (j) the adequate provision of a full range of housing, including affordable housing;
- (k) the adequate provision of employment opportunities;
- (n) the resolution of planning conflicts involving public and private interests;
- (p) the appropriate location of growth and development; and
- (q) the promotion of development that is designed to be sustainable, to support public transit and to be oriented to pedestrians.

Staff would note that the proposed residential units are not necessarily intended to meet the Town or Province's definition of affordable housing but would add to the overall housing stock in the Town and include a range of mid and/or higher density forms that tend to be smaller in size and more attainable in price-point.

Highway 26 Study (2015) - MTO Future Corridor

A matter of Provincial Interest that has been specifically identified by the Ministry of Transportation (MTO) previously in the Town's west end is the Recommended Roadway Improvements and New Corridors for Highway 26 as shown in the Figure 4:

Figure 4 – MTO Future Corridor



The Panorama Draft Plan of Subdivision is located on the central edge of MTO's corridor study area (see callout box with arrows). In this regard, MTO advises that this site is within the preliminary study area identified in the 2015 Highway 26 Needs Assessment Study. There is a potential conflict between this Panorama (formerly Mair Mills) site on the north side of Mountain Rd. and a potential future Collingwood By-Pass. However, there are alternate routes available. Any extension granted by the Town for this development would make a future highway corridor in this area less attractive for MTO to consider. The likely removal of this area for consideration in reviewing alternatives for a by-pass will be factored into a future Route Planning Study. It is notable that Town Council recently granted Draft Plan Approval to Panorama North development which further negates the Mountain Road area as a possible route for the Highway 26 by-pass. The subject site does not require MTO permit approvals.

Provincial Policy Statement (2020)

Section 3(5) of the *Planning Act*, R.S.O. 1990, c. P. 13, as amended, stipulates that Council exercise its approval powers in a manner that is consistent with policy statements issued by the Province.

The Provincial Policy Statement (PPS) identifies that healthy, liveable and safe communities are sustained by, in part:

- promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term;
- promoting the integration of land use planning, growth management, transit supportive development, intensification and infrastructure planning to achieve cost-effective development patterns, optimization of transit investments, and standards to minimize land consumption and servicing costs;
- avoiding development and land use patterns which may cause environmental or public health and safety concerns; and,
- ensuring that necessary infrastructure and public service facilities are or will be available to meet current and projected needs.

The Panorama Draft Plan of Subdivision would allow the subject lands to be development with a mix of residential land uses on full municipal services, with immediate servicing options available to support the Phase 1 of development at minimum. The proponent is interested in exploring an opportunity for further intensification of residential land uses than originally contemplated with the revised 2018 draft plan as part of future revisions. With the advent of the new Town Official Plan, the proponent is keen to explore opportunities for a greater mixed use and medium rise apartments in later phases for Blocks 134, 133 and 135. Furthermore, the proposed subdivision is directly connected to the existing Mair Mills subdivision to the west and 10th Line. This allows for both vehicle traffic and pedestrian/multi uses via two primary access points. A proposed transit stop will be located on the north side of Mountain Road at the Panorama North, which is a draft approved plan of subdivision abutting the subject lands to the immediate north.

The subject lands do not contain any significant natural heritage features. However, the stormwater management plan will ensure adequate controls are in place such that any impacts from outflow to Taylor Creek are appropriately mitigated in accordance with applicable standards. Finally, this new residential community, with its supporting infrastructure such as roads, sewers and stormwater management facility, will be developed in the area that was farmed historically. Planning Services is satisfied that the extension request is consistent with the PPS.

Growth Plan for the Greater Golden Horseshoe (2020)

The *Planning Act* provides that the Council shall conform to the provincial plans that are in effect, or shall not conflict with them, as the case may be. The Growth Plan for the Greater Golden Horseshoe (the Growth Plan) builds on the PPS to establish a land use planning framework for the Greater Golden Horseshoe that supports the achievement of complete communities, a thriving economy, a clean and healthy environment, and social equity. Guiding principles of the Growth Plan include, in part:

- supporting the achievement of *complete communities* that are designed to support healthy and active living and meet people's needs for daily living throughout an entire lifetime;
- prioritizing intensification and higher densities in strategic growth areas to make efficient use of land and infrastructure and support transit viability;
- and,
- providing for the protection and enhancement of natural heritage, hydrologic, and landform systems, features, and functions.

The proposed development is near public transit, represents opportunities for intensification as a logical, westward extension of the identified built boundary of Collingwood, and is consistent with the concepts of complete communities and compact built form as outlined in the A Place to Grow Plan.

Schedule "F" of the Town's Official Plan identifies that this Draft Plan of Subdivision is within a designated Green Fields (Lands for Urban Uses) and is located outside but adjacent to the built boundary of the Town.

The Growth Plan emphasizes the creation of compact, transit-supportive and complete communities. The proposal can be considered a typical extension of the existing built-up form for this part of the Town in terms of lotting fabric, a mix of residential uses, transportation and servicing. The Growth Plan sets a minimum Green Fields density target of 50 people/jobs per hectare.

The probable Green Fields density calculation for the revised concept plan is estimated at approximately 131 persons/jobs per hectare. This calculation assumes in part that ten percent (10%) of all dwelling units will have a home occupation (jobs).

- *Persons* - 319 units x 2.28 persons/dwelling unit = 727 persons
- *Neighbourhood Commercial* = 4 jobs (8 jobs/1 hectare)
- *Jobs* - 319 units x 10% with home occupations = 31 jobs
- *Density Calculation* – 727 persons + 4 NC jobs + 31 HO jobs = 761 persons/jobs ÷ 19.82 ha = 38.40 persons/jobs per hectare.

Further, the subject lands do not contain any significant natural heritage features. However, the abutting golf course to the south contains the Taylor Creek natural feature. The stormwater from the Panorama lands will have adequate quality and quantity controls are in place such that any impacts from outflow to Taylor Creek are appropriately mitigated in accordance with applicable standards.

Planning Services is satisfied that the amend draft plan does not conflict with the policies of the Growth Plan.

County of Simcoe Official Plan

The County's Official Plan (COP) growth management strategy is based on four themes:

1. direct a significant portion of growth and development to settlements where it can be effectively serviced (see Figure 4 – COP Schedule 5.1 below),
2. Enable and manage resource-based development including agriculture, forestry, aggregates, and tourism and recreation,

3. Protect and enhance the County's natural heritage system and cultural features and heritage resources, including water resources, and
4. Develop communities with diversified economic functions and opportunities, and a diverse range of housing options.

With respect to Theme 1, the COP contains policies relating to the orderly development which is directed to Primary Settlement Areas. The Town of Collingwood is identified as a Primary Settlement Area, and the subject property is designated 'Settlement' within the COP.

With respect to Theme 2, its focus is promoting the wise use of the County's rural areas and is not generally applicable to this area of the Town.

With respect to Theme 3, the subject lands do not contain any significant natural heritage features. However, the abutting golf course to the south contains the Taylor Creek natural feature. The stormwater management plan and detailed design of that infrastructure will ensure adequate quality and quantity controls are in place on this site such that any outflow to Taylor Creek appropriately mitigates any impacts on that feature. Further, this new residential community, with its supporting infrastructure such as roads, sewers and stormwater management facility, will be developed in the area that was farmed historically.

With respect to Theme 4, the COP identifies a need for a wide range of land uses in Settlements in order to provide an opportunity for people to live, work, shop and find recreation in one compact community, and for Primary Settlement Areas to develop as complete communities that are transit-supportive and accessible through active transportation networks. Moreover, the Plan states *'Intensification, or directing of development to the built-up area and serviced areas within settlement areas, contributes to compact development form'* and *'...local municipalities shall promote and facilitate intensification and efficient use of land in built-up areas...'* Further, the COP requires the progression of development within a settlement area to be sustainable and a logical progression of development and in accordance with Provincial, County and

local municipal official plan policies. The Draft Plan of Subdivision facilitates both residential and convenience commercial uses.

The County of Simcoe Planning Division provided comments with respect to the development concept plan and did not identify any concerns with conformity with the COP. Further, the County staff noted that Blocks 134 and 135 are proposed as multi-residential blocks. The County of Simcoe does not provide waste collection services to multi-residential developments of six (6) or more dwelling units. The proposed multi-residential Blocks 134 and 135 may not meet the requirements of the County of Simcoe's Waste Collection Design Standards. If they do not meet the County's standards, it will be the responsibility of the owner/operator of Blocks 134 and 135 to arrange and pay for private waste collection services. A waste collection subsidy may be applied for to subsidize basic waste collection services (of both garbage and recycling) provided by a private operator for eligible residential units. They also have noted that all municipally assumed roads are required to meet the County's Waste Collection Design Standards in order for the County to provide waste collection services. The County has requested draft conditions to address the items outlined in their comments.

Planning Services is satisfied that the draft plan conforms to the general intent and purpose of the COP.

Town of Collingwood Official Plan

Planning Services has determined that following schedules of the existing Town of Collingwood Official Plan (OP) are most pertinent to the Panorama Draft Plan of Subdivision:

1. Schedule "A" *Land Use Plan* - the subject lands are designated Residential and are also within the Secondary Plan Boundary.
2. Schedule "C" *Residential Density Plan* - the subject lands are identified as Low Density and Medium Density.
3. Schedule "E" *Municipal Service Area 2* – the subject lands are within Service Area 2.

4. Schedule "F" *Urban Structure* - the subject lands are Green Fields (Lands for Urban Uses).

Schedule "A" identifies the subject lands as being designated Residential land-use designation and are also contained within the Secondary Plan Area of the Town of Collingwood. Policy 8.10.2 is the pertinent policy which identifies this area as having a number of significant development constraints including a lack of full municipal services, increasing traffic volumes and the identified need to maintain the potential for a Provincial transportation corridor, waste disposal assessment areas and environmental limitations involving the Silver Creek watershed, and area woodlands. Among other things, development in this area will be limited until such constraints such as the likely location for a potential Provincial highway corridor are determined. Until the precise location of this corridor is identified, applications for development within the Mountain Road West Corridor shall be forwarded to MTO for review. In this regard, MTO was circulated on the extension request. Their returned comments noted that there is a potential conflict between the Panorama site on the north side of Mountain Road and a potential future Collingwood By-Pass. Any approvals granted by the Town for this development would make a future highway corridor in this area less attractive for MTO to consider. The likely removal of this area for consideration in reviewing alternatives for a by-pass will be factored into a future Route Planning Study. Planning Services notes that the Panorama North subdivision, which was recently draft approved by Town Council, shares its frontage on Mountain Road with the subject lands. Lastly, lands designated for urban uses prior to January 19, 2021 can proceed to development without a secondary plan in place for the wider area.

Schedule 'C' entitled Residential Density Plan identifies that the Phase 1, which is the only unconstrained portion of the property from a servicing allocation perspective, is to be developed for residential uses (e.g. Low Density and Medium Density).

Schedule 'E' Service Area 2 consists of predominantly vacant lands adjacent to Service Area 1 and represents the area beyond the built boundary to which municipal services can most easily/efficiently be extended to facilitate new development. The lands in

Service Area 2 are already designated for urban uses and many also have draft approved plans of subdivision.

In the Low Density and Medium Density designations, the primary residential uses shall be single-detached dwellings, semi-detached dwellings, duplex dwellings, fourplexes, triplexes, townhouses, apartments, student dormitories and boarding homes. The Low Density designation shall have a minimum density of 15 dwelling units per gross hectare and a maximum density not exceeding 20 dwelling units per gross hectare. The Medium Density designation permits a minimum density of 20 units per gross hectare and a maximum density not exceeding 55 units per gross hectare. It is noted that the subject lands have the potential for 319 units as outlined on the Draft Plan of Subdivision and associated phasing plan, which would also be within this minimum/maximum density range (319 units/19 ha = 16 units per hectare).

Furthermore, the Panorama Draft Plan of Subdivision adds to value to the surrounding neighbourhoods by extending services, connecting roads, providing a mix of uses including neighbourhood commercial, adding transit stops, and linking active transportation trails in the area.

Also, the OP emphasizes that neighbourhoods are to be well connected, accessible and transit-supportive with a sense of place and belonging as the primary building blocks for achieving complete communities. In this regard, the subject property has frontage on Mountain Road and Tenth Line which supports an existing transit route. There is a transit stop located at the intersection of Mountain Road and Tenth Line. This will provide transit connectivity to the rest of the Town.

Planning Services is satisfied that the Draft Plan of Subdivision, as amended by the Tribunal, conforms to the general intent and purpose of the TOP.

Town of Collingwood Adopted Official Plan

On December 11, 2023, a new Official Plan was adopted by Town of Collingwood Council. While not in force and effect until approved by the County of Simcoe, it provides additional context to understand if current decisions will be consistent with

future land use designations and the long-term vision of the Town. Planning Services has determined that following schedules of the Adopted Town Official Plan (ATOP) are most pertinent to the Panorama Draft Plan of Subdivision:

1. Schedule '1' *Growth Management Plan* identifies the subject lands as within Greenfield Residential Community Areas and Greenlands System;
2. Schedule '2' *Land Use Plan* designates the subject lands as Future Neighbourhood and Environmental Protection; and,

The Greenfield Residential Community Areas include those areas within the Town that are outside of the Built-Up Area Boundary but are needed to accommodate urban growth over the time horizon of this Plan. The Greenfield Areas identified on Schedule 1 are also expected to accommodate significant growth over the time horizon of this Plan. They are expected to become new residential neighbourhoods and shall achieve an overall minimum gross density target of 55 residents and jobs combined per hectare.

Greenfield Residential Community Areas that incorporate the elements of the Town that are focused on primarily residential land uses, but may also include community facilities, parks, institutional uses and small-scale retail and service commercial uses that support local residents. Future neighbourhoods will include an appropriate range and mix of housing types, parks and open space features, and an array of community facilities such as neighbourhood centres. The adopted Official Plan offers the proponent future opportunities for a greater mix of uses and medium rise apartments in later phases for Blocks 134, 133 and 135.

Based on the above, Planning Services is satisfied that the Panorama Draft Plan of Subdivision will not conflict with the general intent and purpose of the Adopted OP.

Town of Collingwood Zoning By-law

The Panorama Draft Plan of Subdivision complies with the regulatory standards in By Law 2010-040 having regard for the Urban Design Manual, 2010. The residential lots in Phase 1 will adhere to the R3 zone standards with respect to such matters relating to

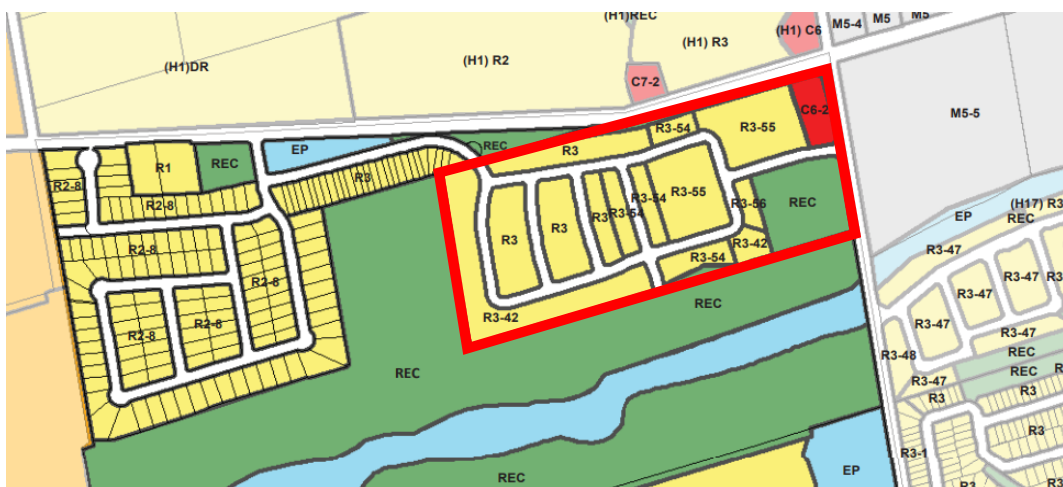
good urban design including siting, massing, garage placement, off street parking and amenity areas. The land use zoning regulations for the subject lands are as follows:

- Residential Third Density (R3) Zone.
- Exceptions to the R3 Zone:
 - R3-54 Zone which permits street townhouses on blocks 136, 137, 138 and 140 with reduced minimum lot frontage (min. 6 metres), minimum lot area (180 square metres) and minimum interior side yards of 1.5 metres;
 - R3-42 Zone permits street townhouses on block 139 as per the above R3-54 with a continuation of a previously required minimum rear yard setback of 15 metres to address mitigation of golf spray from the lands to the south;
 - R3-55 Zone permits street townhouses as per the provisions above with the R3-54 Zone, and also adds permissions for townhouses on a private road, and stacked townhouses, on blocks 134 and 135; and,
 - R3-56 Zone also identifies that stormwater management facilities and a public park are permitted uses.
- Local Convenience Commercial Zone (C6).
 - By-law 2018-052 established the applicable maximum gross leasable area provision for a main building in the Local Convenience Commercial (C6) Zone is increased from 465 m² to 600 m², an increase of 135 m². As noted, this increase is viewed as being modest in nature and of assistance in addressing the needs of this area of Town. It is noted that regardless of the requested increase to gross leasable area other applicable zoning provisions for the Local Convenience Commercial (C6) Zone maintain the maximum size of an individual commercial unit to 230 m².

- Recreation Zones (REC).

The site-specific zones are illustrated below in Figure 5.

Figure 5 – Panorama (Mair Mills Village - Mair Mills Village Inc.) Site Specific Zoning



Servicing Capacity Allocation Policy (SCAP) Evaluation

On April 26, 2021, Town Council adopted By-law 2021-24, an Interim Control By-law (ICBL) restricting the issuance of building permits in the Town of Collingwood considering long-term water treatment plant capacity challenges identified at that same meeting by Public Works and Engineering. Also at that time, Council directed that a land use policy study be undertaken. Staff consulted with the Town Solicitor and the consideration of the draft plan approval in 2021 was permissible during the term of the ICBL. Specific conditions were crafted in consultation with the Town Solicitor that addressed the water servicing constraints identified by Public Works and Engineering. As of July 19, 2023, the Interim Control By-law (ICBL) is no longer in effect and exemptions to it are no longer required to allow development to continue. As a result of the land use policy study that was completed, the Town now has a comprehensive system for the allocation of municipal servicing capacity to support the development of a complete community.

The Servicing Capacity Allocation Policy (SCAP) was developed to guide how servicing capacity is allocated in a sustainable, transparent, equitable and responsible manner, with most minor development proposals exempted from the SCAP process. Major development projects are required to undergo merit-based evaluations through the SCAP and may be allocated servicing capacity through the 'batch review' process.

In preparation for their Extension Request submission, the Developer's team evaluated their project using the Town's SCAP Matrix – Residential. Out of a potential score of 95, the Applicant Evaluation was 64% while Planning Services' review of the Panorama proposal resulted in a 36% score. This score can be improved upon with the proponent providing specific details pertaining to how the development concept can be refined to embody a more affordable, conservation and sustainable community.

A score of 50% is generally required for consideration of servicing capacity allocation, Council may consider allocation at its sole discretion. It is important to note that a capacity commitment will be reflected in the updated conditions of draft approval, however any future allocation and its timing are at the complete discretion of the Town. When a phase is ready to advance, it will be included in the SCAP batch approval process and would be evaluated based on the merits of the proposal against the other shovel-ready developments.

Further, the Council will be able to review the SCAP score and make a decision on the formal allocation of capacity through the development agreement when a phase of the subdivision is to be considered for registration. The proponent has been strongly encouraged to work on increasing the SCAP score to improve likelihood of allocation. Staff can confirm that a phasing plan in accordance with SCAP requirements has been provided and is included in the updated conditions of draft approval.

Infrastructure and Other Servicing Considerations

Engineering Services staff have thoroughly vetted the Panorama Extension Request noting that several infrastructure components are required to facilitate this development in an orderly and sustainable manner.

Improvements to the Town's stormwater system include:

- An enhanced level of stormwater treatment is proposed with a naturalized SWM pond offering extended detention and extensive natural feature landscaping.
- The stormwater pond will be integrated with the park as part of an attractive public realm.
- Park/SWM Pond (Block 132) will be designed to ensure that a landscaped green space is located between residences in Panorama and Tenth Line.

Improvements to the area's road and active transportation networks include:

- The development provides a new street connection to Thomas Drive.
- Both a sidewalk and multi use trail will be constructed along the Tenth Line between Sixth Street and Mountain Road.
- A proposed transit stop will be located on the north side of Mountain Road at the Panorama North internal trail access.
- A 6 metre trail on Block 141 connects residents to the Mountain Road trails and transit stops, both existing and proposed.

Improvements to the Town's water and wastewater system include:

- Panorama efficiently uses land and infrastructure through orderly and logical extension of development and municipal services.
- The extension of the public roads from Thomas Drive to Tenth Line will also allow for the looping of water and sewage infrastructure in the area.
- The developer and surrounding developers may be paying for the infrastructure upgrades through an early payment agreement.
- Tatham Engineering, in collaboration with Town Engineering Staff, have explored the option of using excess capacity from the existing Osler Bluff Road booster pumping station. Utilizing the Town's water model and information provided by Tatham, CIMA (on behalf of the Town) evaluated and reported on the feasibility of two different options. The preferred option is to extend the watermain from the stub at the end of Thomas Drive, through the development, including a connection to the Mountain Road

watermain system (complete with a pressure reducing valve). The modelling confirms this approach will provide sufficient domestic supply for the Phase 1 of the proposed development, as well as fire flow for the single family dwellings. Fire flow needs to be reviewed and confirmed for the blocks with stacked and apartment dwellings in the later Phases. The modelling confirms this approach generally improves the fire flows within the existing Zone 1 system along Mountain Road.

- The location of the pressure reducing valve chamber was discussed and the stormwater management block seems logical (where zoning would not be an issue). Detailed engineering design will address details such as the location, size and access for maintenance.
- The development of these lands may facilitate the upgrading the existing Stewart Road Reservoir.

These notable infrastructure components required to facilitate the Panorama Draft Plan of Subdivision, among others, have been stipulated in the updated Conditions of Approval. Upon final approval of this plan, appropriate clauses in the Town's Subdivision Agreement will ensure these works are undertaken to the satisfaction of the municipality and any other authority with jurisdiction.

Community Connectivity Considerations

In terms of active transportation facilities, the Panorama development will incorporate sidewalks into its neighbourhoods which will connect to the existing Thomas Drive community, which is to west of this development. The plan includes an integrated park and stormwater management facility, the design of which will be detailed more fully in the required development agreements. In terms of active transportation facilities, the pedestrian trails do exist in the immediate area on Thomas Drive. Park land, which is located along south side of Mountain Road, will be connected via a walkway to this development and utilized for active transportation by its residents.

The Panorama development is best described as a mixed density residential community. There is a neighbourhood commercial hub planned at the east end of the development to service its residents. Additional amenities of this nature are located in the vicinity of First and Balsam Streets.

Alternative Options

Appropriateness of the Panorama (Mair Mills Village - Mair Mills Village Inc.) Draft Plan Approval Extension Request

Analysis of the appropriateness of extending this draft plan approval was based on an examination of the subdivision proposal that was extended in 2021, inclusive of the proposed amendments outlined in this report. Planning Services viewed the request through the context of the existing policy and regulatory framework, current circumstances and challenges as well as the ability to address issues through the provision additional/modified conditions of draft plan approval. Staff's review focused on the following areas:

1. File history, current status and associated applications in progress;
2. Provincial and Municipal planning policy and legislative framework, as outlined in this Report;
3. Technical requirements and standards, including servicing and infrastructure requirements;
4. Progress made toward final approval and registration, along with any extenuating circumstances that impacted the ability to progress; and,
5. Other important issues and challenges, including water capacity and allocation as governed by SCAP, connectivity, and urban design.

Subsequent to review and in accordance with the analysis and input from others as outlined in this Report, Planning Services has generally concluded that the Panorama Draft Approved Plan of Subdivision continues to represent good planning. In this regard, the extension to this draft plan approval, subject to modifications to the associated conditions of draft plan approval, is appropriate and recommended for a period of between 1 and 3 years in recognition of extenuating circumstances that have impacted

progress, most notably that there is now an alternate servicing arrangement not previously available to the subject lands that can facilitate the registration and delivery of housing supply in Phase 1 in the near-term.

Several options are available to Council as it considers the merits of the Extension Request pertaining to the Panorama (Mair Mills Village - Mair Mills Village Inc.) Draft Plan of Subdivision. They are as follows:

- a) Council can grant the extension request as submitted by the proponent (6-year extension), with the proposed amendments to the conditions of draft approval. This would allow the developer's team the opportunity to satisfy the amended conditions of draft plan approval and enter into a Subdivision Agreement with the Town no later than July 29, 2030. The proponent is advocating this approach but staff cannot support such a lengthy extension and Council should consider the rationale noted in Option b) below to be preferable.
- b) Council can choose to extend for a different amount of time for the extension in a manner that is in keeping with the Servicing Capacity Allocation Policy (i.e. 1 year up to 3 years), which would allow time for the applicant to fulfill conditions and register Phase 1, while concurrently conducting the technical work to determine if later phases could be supported on the alternate servicing arrangement. Choosing a 1 or 2 year extension period would keep up the pressure to see this site appropriately designed in the near term and housing supply delivered to market as quickly as possible to address the housing crisis. If the design work is completed and progress is made to registration of the first phase of development, an additional extension could be considered by Council.
- c) Council can choose to further modify the Draft Plan and/or its Conditions of Approval in support of an extension. Modifications to a draft approved plan can be either minor or major in nature. A number of amendments to the conditions of draft approval have been initiated by the proponent and staff through the extension process. Council may wish to further amend the proposal; however, it

should be noted that the Applicant can appeal changes to conditions of approval and staff would advise that any additional revisions desired by Council be circulated for technical review and staff be afforded the opportunity to comment on the land use planning merits of Council's request.

- d) Council can decline to grant the extension request and let the draft plan approval lapse as of July 29, 2024. Lapsing would result in the need for the developer's team to reapply to the Town with a new Application for Plan of Subdivision should they wish to further develop these lands for urban land uses. Staff would note that lapsing of the draft approved plan does not impact the zoning in effect on the lands. Like Option b), this course of action would allow Council to revisit the development concept through the lens of the newly adopted Town Official Plan and other plan review processes available to them such as secondary plans. The number, density and distribution of residential units, location and orientation of streets, utility adequacy, and conservation of natural resources could be more fulsomely examined with other greenfield developments at the time of submission. Should Council not elect to extend the draft plan approval, there is likely no appeal to the Ontario Land Tribunal to dispute that decision (legal advice required). However, Section 51(43) of the *Planning Act* allows applicants to appeal the conditions of draft approval at any time up to the point of registration. Therefore, there would be a risk that the Applicant may appeal the conditions in the few days that remain prior to lapsing.

The applicant is likely to be strongly concerned about the possibility of Council wishing to allow the file to lapse as there would be negative impacts to property value and lost investment in previous background work and supporting documentation.

Financial Impacts

The Panorama (Mair Mills Village - Mair Mills Village Inc.) Draft Plan of Subdivision will deliver an adequate, appropriate and orderly mix and supply of residential units in anticipation of the Town's future development and servicing conditions. It provides a long-term foundation for stable community growth and results in the generation of

growth-related revenue associated with building permit fees, development charges, taxes, and other related fees. The potential for an OLT appeal would also have financial impacts, which can vary depending on the nature and scope of the appeal. Should an appeal be lodged, further detail on cost estimates would be provided to Council in-camera.

Conclusion

Based on the land-use planning analysis and the Town's development review process, the extension request, subject to the proposed amendments to the conditions of draft approval, generally conforms with the relevant land use planning instruments. The draft plan approval continues to have merit and is appropriate under the Town's Official Plan policies and Zoning By-law provisions, as well as County of Simcoe and Provincial planning policies. Furthermore, the conditions of draft approval have been brought up to date to reflect current best practice and ensure conformity with land use planning and technical instruments currently in effect.

As such, Council is recommended to consider a further extension of the current Draft Approval for a maximum period of 3 years, subject to the amended draft plan conditions. This allotment of time should be sufficient for the proponent to continue to pursue the final approval of the Phase 1 of the Draft Plan of Subdivision and to determine if subsequent phases could also be registered based on the alternate servicing arrangement.

3. Input from Other Sources

The following documents were submitted by the proponent's agent in support of the extension request and made available to internal and external agencies:

1. PANORAMA (MAIR MILLS VILLAGE - MAIR MILLS VILLAGE INC.) Draft Approval Extension Agent's Letter, February 12, 2024;
2. Panorama (Mair Mills Village - Mair Mills Village Inc.) Draft Plan – Town Council approved on June 18, 2018;

3. PANORAMA (MAIR MILLS VILLAGE - MAIR MILLS VILLAGE INC.) SCAP Matrix, February 28, 2024;
4. Town of Collingwood Application for Extension to Draft Plan Approval – Panorama (Mair Mills Village - Mair Mills Village Inc.), February 12, 2024; and
5. 115224 - Panorama - Sanitary and Water Demand Calculations – Revised (2024).

Additionally, it is noted that in reviewing the extension request and in providing the recommendations contained within this Report, staff have also generally reviewed and considered a number of Town Master Planning documents, including, but not limited to, the Master Servicing Study, Master Stormwater Management Study, Transportation Master Plan, Parks Recreation and Culture Master Plan and Cycling Plan.

The Panorama Draft Plan of Subdivision extension request was circulated to Town Departments and external agencies for review and comment. The following agencies responded to the Town's circulation notice:

- Bell Canada did not identify any concerns in their comments.
- Enbridge Gas does not have changes to the previously identified conditions for this extension of draft approval request.
- The Town's Engineering Services has reviewed the conditions of draft approval for Panorama and do not recommend any changes to relevant engineering conditions based on the modifications made in 2021 other than updates to current standard condition wording.
- The Town's Environmental Services, with respect to the Alternate Watermain Option, noted that the design and construction of the valve chamber by the developer was part of the discussion and agreed to by Environmental Services staff. The Stewart Road Facility will not be in place prior to when this developer wanted to proceed and as such the chamber and control valve are required to maintain acceptable system pressures. Modeling information and preliminary instructions on design expectations were provided to the developer and approximate location was discussed and agreed to;
- EPCOR asked that their documentation be forwarded onto the proponent;

- Hydro One have reviewed the documents concerning the noted Plan and have no comments or concerns at this time;
- MTO noted that there is a potential conflict between this Panorama site on the north side of Mountain Road and a potential future Collingwood By-Pass. Any approvals granted by the Town for this development would make a future highway corridor in this area less attractive for MTO to consider. The likely removal of this area for consideration in reviewing alternatives for a by-pass will be factored into a future Route Planning Study. The subject site does not require MTO permit approvals and the MTO did not object to the extension request;
- County of Simcoe advises that the following as conditions:
 - *“The Owner shall agree in the Subdivision Agreement, in wording satisfactory to the County of Simcoe that the County is not required to provide waste collection service to the municipal roads until such time as the municipality assumes the roads. The County may, however, commence waste collection services on a municipal road once some level of residency begins and prior to the municipality assuming a road, subject to a request being made and regular access being available on the road. The Owner acknowledges that should municipal road access be blocked due to road construction, parked vehicles, insufficient snow removal, etc., service disruptions will occur, and the Owner/Developer will be responsible for providing waste collection services.”*
 - *“The Owner shall agree in the Subdivision Agreement that development charges be paid in accordance with the current County of Simcoe Development Charges By-law and policies in effect at the time of Building Permit issuance”;*
- Wendake requests information concerning the archaeological studies for the project. Planning Services has responded to the Wendake noting that an archaeological assessment is required in the conditions and that it will be circulated to them once completed;

- NVCA staff have no objections to the current requested extension and are of the opinion that our matters of interest (natural hazards) for the development are adequately addressed though current draft plan conditions;
- The SCDSB advises that it has no objection to this proposed development, provided their standard conditions are included so that the subdivision agreement will note that pupils residing in this development may not be accommodated in local schools due to accommodation limitations. Staff request that sidewalks be included throughout the proposed development to facilitate heavy foot traffic areas and promote active transportation.

All matters related to the subject extension request have been satisfactorily addressed.

In accordance with the *Planning Act*, the Town was not required to hold a Statutory Public Meeting regarding the extension request.

Staff Report No. P2024-16 was forwarded to Department Heads on July 2, 2024 and the content of this report responds to the feedback received.

4. Applicable Policy or Legislation

- *Planning Act* (1990, as amended)
- Provincial Policy Statement (2020)
- Growth Plan for the Greater Golden Horseshoe (2020 Consolidation)
- Simcoe County Official Plan (2016)
- Town of Collingwood Official Plan (2004)
- Town of Collingwood Adopted Official Plan (2023)
- Town of Collingwood Zoning By-law 2010-040

5. Considerations

- | | |
|-----------------------------------|--|
| ☑ Community Based Strategic Plan: | Consistent with CBSP |
| ☑ Services adjusted if any | The Conditions of Draft Plan Approval have been updated to reflect the circumstances the Town is experiencing. |

Draft Plan Approval Extension Request - Panorama – 260 Mountain Road
P2024-16

Page 33 of 33

- ☒ Climate Change / Sustainability: Positive impact on climate change/sustainability (decreases GHG emissions)
- The proposal furthers the buildout and intensification of serviced land within the Town's built boundary contributing to a complete community.*
- ☒ Communication / Engagement: The Panorama (Mair Mills Village - Mair Mills Village Inc.) Draft Plan of Subdivision extension request was circulated to internal and external departments and agencies in keeping with the Planning Act.
- ☐ Accessibility / Equity, Diversity, Inclusion: Not Applicable
- ☐ Registered Lobbyist(s) relating to content: Not Applicable
- Next steps and future action required following endorsement:
- Agent advised of Council's Decision pertaining the Extension Request
 - Future Subdivision Agreement once conditions of draft approval are satisfied.

6. Appendices and Other Resources

Appendix A: [Draft Approval Extension Request](#)

Appendix B: [Draft Plan Mair Mills-5](#)

Appendix C: [Updated Conditions of Draft Plan Approval](#)

Resource 1: [SCAP Feb 2024 - PS Review](#)

Resource 2: [Phasing Plan - May 2024](#)

Resource 3: [Sanitary and Water Demand Calculations – Revised](#)

7. Approval

Prepared By: Steve Stone, Community Planner

Reviewed By: Lindsay Ayers, MCIP, RPP, Manager, Planning

Reviewed By: Summer Valentine, MCIP, RPP, Director, Planning, Building and Economic Development

CAO Comments:

Endorsed, Amanda Pegg, Acting Chief Administrative Officer, July 3, 2024

Amendments endorsed on July 17, 2024 to proceed to Council



Staff Report P2024-18

Committee 2024-07-08

Council 2024-07-22

Amendments ☐

Submitted To: Committee of the Whole | Council

Submitted By: Summer Valentine, Director, Planning, Building and Economic Development

Prepared By: Steve Stone, Community Planner

Subject: Proposed Draft Plan Approval Extension Request
Linksview (2577336 Ontario Limited)
780 Tenth Line
Town File No. D12020324

Recommendation

THAT Report P2024-18, "Draft Plan Approval Extension Request – Linksview", dated July 8, 2024, be received;

AND THAT Council refuse the requested extension of Draft Approval for the Plan of Subdivision - Linksview (D12020324) and allows the Draft Approval of the Plan of Subdivision to lapse.

Amendments

None.

1. Executive Summary

The purpose of this Report is to provide Council with an analysis and recommendations regarding the request to extend Draft Plan Approval - Linksview (2577336 Ontario Limited) (i.e. "Linksview") for the lands municipally addressed as 780 Tenth Line.

The Linksview Draft Plan Approval was scheduled to lapse on June 29, 2024. In this regard, the Town has received the extension request from the Linksview's agent on March 28, 2024. The proponent has requested the Linksview Draft Plan Approval be extended for an additional seven (7) years to June 29, 2031. Staff issued an emergency 30-day extension to the lapsing date on June 11, 2024 under delegated authority to allow the technical review to be completed and conditions of draft approval to be updated accordingly. The lapsing date is now July 29, 2024.

The previously approved Draft Plan of Subdivision consists of a variety of blocks, lots, and municipal road allowances to support 637 dwelling units. In the first phase, there are 39 single detached dwelling units, eight (8) townhouse units, and up to 190 apartment units envisioned in the first phase of the development. Also proposed for Phase 2, there are several future development blocks where a mix of single detached, semi-detached and townhouse units are. This could yield up to a maximum of 400 dwelling units. Finally, the plan includes a block for an elementary school of 400 students which could be developed as an apartment with up to 190 units if not needed by the School Board.

The appropriateness of extending the Draft Plan Approval is contained in the Analysis section of this Report and supported by the materials which examines the draft approval against review criteria addressing:

- file history and status,
- consistency and/or conformity with the relevant planning policies and regulations,
- servicing and infrastructure requirements,
- applicant efforts to advance the development, and
- other important matters of interest to Council and the community.

For this particular site-specific circumstance the first, third, and fourth bullets are of primary importance, leading staff to make a recommendation for the Draft Plan Approval to lapse, noting that the underlying zoning and official plan designations would remain in force and effect.

2. Background

The Town has received a Draft Plan Approval extension request for the Linksview which is a draft residential subdivision originally approved in 2016 for a period of five (5) years (see file D1201115). Since the initial approval, the Draft Plan Approval has been extended one (1) time in 2021 for a period of three (3) years. This Report considers the extension request with a greater rigor than may have been the case in the past, reviewing among other things:

- overall planning and technical merit measured against the policies, standards, guidelines, and regulations currently in effect,
- the status of the Draft Plan Approval conditions relative to a variety of factors,
- input from departmental and agency partners, as well as,
- information from and discussions with the applicant.

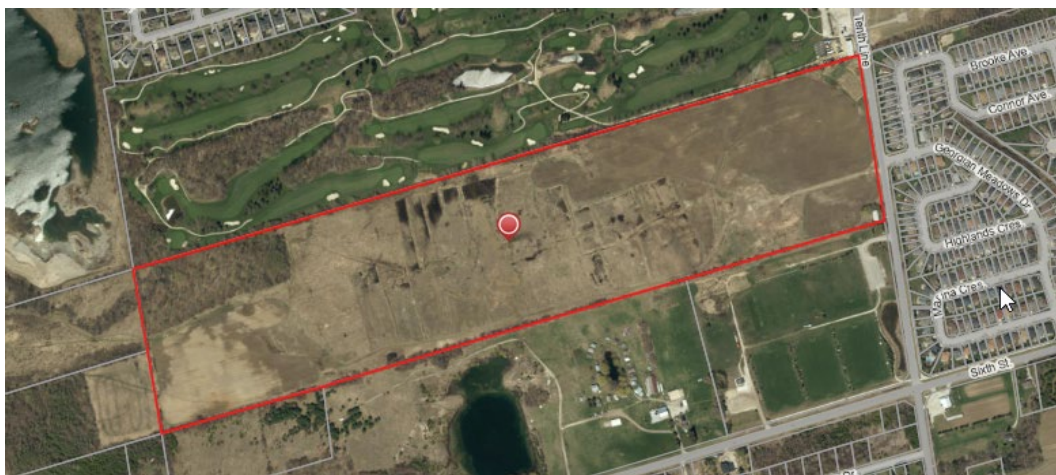
The application for extension, complete with fee, was received on March 28, 2024 and was circulated for technical review on April 11, 2024. At the end of May, responses from key external commenting agencies still had not yet been received, notably the Conservation Authority. As more time was needed for the technical review and authoring of the staff report for Council, the Director of Planning, Building and Economic Development issued a 30-day extension to the lapsing of draft approval under the Town's Delegation By-law 2020-059 as amended, on June 11, 2024. A staff delegated extension, authorized under Town By-law 2020-059 as amended, was granted until July 29, 2024.

Property Description

The draft approved Linksview Plan of Subdivision pertains to lands located on the west side of Tenth Line between Mountain Road and Sixth Street, approximately 300 metres north of the Sixth Street and Tenth Line intersection. The property has a total lot frontage onto the Tenth Line of approximately 304 metres, a lot depth of approximately 1,358 metres and a total lot area of 40.66 ha. It is legally described as Part of the North Half of Lot 43, Concession 11, Town of Collingwood, County of Simcoe and is known municipally as 780 and 788 Tenth Line. The Subject Property is generally flat and

consists of open fields which were historically farmed with a small woodlot area at the rear as shown in the following Figure 1:

Figure 1 – Subject Property



The surrounding land uses include golf course to the north, residential subdivisions to the east, gravel pit northwest and rural land uses to the south and west. Further to the west is the Niagara Escarpment and further to the east is downtown Collingwood.

Official Plan Amendment History

On December 7, 2015, Town Council enacted By-law 2015-101 authorizing the approval of Amendment 35 to the Town Official Plan (OP). The Official Plan Amendment redesignated the subject lands from Special Recreational One (REC-1) and Environmental Protection to Residential and an expanded Environmental Protection area. The redesignation of these lands would allow for their development for low-medium and high-density residential units. It also reclassified the entire property as being in Service Area 2. With this approval, the proponent envisioned to develop the property in two phases. Phase 1 would include a mix of residential unit types totally 257 units. Similarly, Phase 2 would total up to 400 dwellings with a school block that could be developed into another 190 or more units if not required by the School Boards. Staff would note that this phasing plan does not align with the requirements of the Servicing Capacity Allocation Policy (SCAP) and is not enshrined in the OP.

Zoning By-law Amendment History

The subject lands were rezoned on December 7, 2015 by Town Council via By-Law No. 2015-102. The rezoning changed the land use regulations from the existing Recreation Exception Six (REC-6) zone to:

- Residential Third Density Exception Forty (R3-40) zone, which would only permit, single detached, semi-detached, and townhouse dwelling units;
- Residential Fourth Density Exception Six (R4-6) zone, which would contain a restriction limiting the height of the proposed apartments to a maximum of 15 metres (down from 18 metres) and maximum density of 90 units per gross hectare;
- Recreation (REC) zone, to reflect the parkland and golf course buffer blocks;
- Community Services Exception Two (CS-2) zone, which would permit either a school or apartments (with a 15-metre maximum height restriction and maximum 90 units per hectare); and,
- Environmental Protection (EP) zones - woodlot.

Figure 2 – Zoning (property outlined in red)



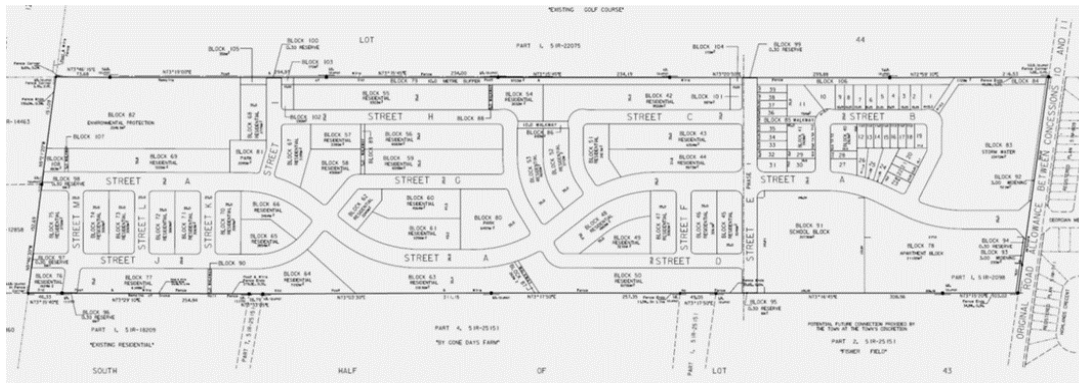
Most recently, the proponent's agent submitted a Zoning Bylaw Amendment and Redline Revision to the draft approved plan on May 28, 2024. Planning Services note

that they are based on a pre-consultation process that was conducted in 2021. Staff have circulated the submission and would proceed to a full planning analysis pending the outcome of this Report.

Proposal

The Linksview Draft Plan of Subdivision is illustrated in Figure 3.

Figure 3 – Draft Approved Plan



The 637 unit development concept consists of the following elements in two phases:

1. Phase 1 includes a total of 237 units.
 - 39 single detached residential lots (Lots 1-39),
 - 2 blocks for townhouses [8 units] (Blocks 40 and 41),
 - 1 block for apartments [117 to 190 units] (Block 78),
 - 2 blocks for walkway/emergency access (Blocks 84 and 85),
 - 1 block for either an elementary school of 400 students or apartments [117 to 190 units] (Block 91),
2. Phase 2 includes a total of 400 units.
 - 37 blocks for a mix of single detached, semi-detached and townhouse residential lots (Blocks 42-77 and 108).
3. Other Blocks in Phase 2
 - 3 blocks for buffering of an adjacent golf course (Blocks 79, 105 and 106),

- 2 blocks for future residential lots and to accommodate temporary turning circles (Blocks 101 and 102),
- 1 block for environmental protection purposes (Block 82),
- Lands for future public streets (Streets A to M inclusive),
- 7 blocks for 0.3 metre road reserves (Blocks 94-100),
- 1 block for stormwater management purposes (Block 83),
- 2 blocks for road widening purposes (Blocks 92 and 93),
- 2 blocks for parkland purposes (Blocks 80 and 80),
- 5 walkway blocks (Block 86, 87-90 and 107), and,
- 2 blocks for future residential lots to accommodate temporary turning circles (Blocks 103 and 104).

The conditions of draft approval associated with the above-noted plan are found in Appendix C.

Progress

Since the previous Draft Plan Approval extension in 2021, minimal progress has been made on the Linksview plan of subdivision. The proponent initiated a pre-consultation process with Planning Services in January 2021 to further refine the development concept. Town's pre-consultation process culminated with a Development Review Team meeting in August 2021. Preliminary comments on the merits of the proposed revisions to the Draft Plan were issued shortly after with it being noted that they were valid for six months as per Town By-law 2008-144. The proponent failed to act on these comments citing changes to the housing market and issuance of the Interim Control By-Law No. 2021-024 which was enacted in April 2021. Further, the ownership of the property has changed subsequent to the Development Team Meeting and the new owners have participated in advanced payment agreement negotiations for servicing of lands in the west-end of Town. Applications for a zoning by-law amendment and redline revisions to the draft approved plan were received concurrently with the extension request.

Considerations

Other significant events are applicable to the review of this extension request including:

- The Town of Collingwood Council adopted the SCAP in May 2022 (further amend in January 2023) and lifted the associated Interim Control By-Law (ICBL) in 2023.
- A new Official Plan was adopted by Town Council in December 2023.
- The tender, cost and timelines for the new Water Treatment Plant were solidified in 2024, with a revised projected commissioning date in 2030.
- Negotiations with developers with land interests in the west-end of Town for required linear and reservoir updates through an early payment agreement under the *Development Charges Act* reached a stalemate in 2024.

With respect to SCAP, the document states that in order to ensure that development proceeds expeditiously and does not hold commitment to allocate or allocation without performance, it is the intent of Council to update the Town's Official Plan policies to align approval of Draft Plans of Subdivision and Condominium descriptions with the initial three (3) years commitment plus one (1) year maximum for any extension of capacity commitment and/or allocation as per this Policy, unless extenuating circumstances (e.g. change of ownership, significant amendments to the proposal, unforeseen economic conditions, etc.) are demonstrated. Until such time as the Official Plan is updated, the Allocation Policy shall serve as Council's direction respecting new approvals or requests to extend existing draft approvals.

Planning Services anticipates that the new Official Plan will receive its final approval from the County of Simcoe before the end of this year. This eventuality will likely occur in advance of the applicant's refinements to their Development Concept Plan which affords Planning Services the opportunity to explore further updates to the Draft Plan that are in conformity with Town Council's latest vision for this community.

3. Analysis

Situational Evaluation

Staff find ourselves in a difficult situation with respect to this particular application. Unlike other lands within the west-end of Town (i.e. Panorama and Bridgewater Draft Plans of Subdivision), this property cannot be serviced until at least 2030. Even if an

early payment agreement were to be successfully negotiated, Environmental Services staff have confirmed that the best-case scenario would be concurrent construction of the necessary linear and reservoir upgrades with the water treatment plan expansion, with expected completion for both projects in 2030. Further, staff have completed estimated calculations of unit supply needed to meet projected population growth needs and have concluded that the development of these lands are not required to meet demand until post 2030, which aligns well with the expected availability of services.

Council may question why an extension was recommended 2021 given the above scenario. The extension request in 2021 came amid the uncertainty of the ICBL, where the Town's approach to servicing capacity allocation was still being studied and the construction of the water treatment plant expansion was envisioned to be completed as early as 2025. Under those circumstances, extensions were granted to a number of draft approved plans to give the Town more time to address servicing matters and to allow proponents further opportunity to progress their files.

Further, limited progress has been demonstrated since 2021 and the policy and legislative landscape has changed significantly. Not only has the Town adopted the SCAP, which is intended to maintain tension in the system by considering limited extensions for Draft Plans in situations where they are performing, can be made shovel ready in the near-term, and/or have demonstrated extenuating circumstances since the last extension was granted, but there have also been major shifts at the Provincial level. The recently proclaimed Bill 185 includes a number of legislative amendments with the intent of underscoring the principle of "use it or lose it", prioritizing those developments that can deliver housing supply in the near-term. With the lack of progress and servicing challenges facing this file, adding to the Town's housing stock will not be possible prior to 2030 at the earliest, with full build-out anticipated several years after that point.

Given the above considerations, staff are challenged to see the merit in continued extensions and re-evaluation of the Linksview Draft Plan of Subdivision against the relevant planning instruments and technical standards until at least 2030. Supporting

studies will become dated over this time, the market as well as policy and legislative contexts are also likely to continue to evolve. The most expeditious path to ensure good planning for the parcel would be to allow the draft approval to lapse, encouraging the applicant to withdraw the associated zoning by-law amendment application and reapply closer to when servicing will be available. As previously noted, the underlying zoning and official plan designations would remain on the subject lands despite the lapsing of the draft approved plan.

Staff have identified the key risks of allowing the file to lapse as follows:

- The proponent may attempt to appeal the decision of the Town to the Ontario Land Tribunal (OLT). Legal advice would be required on the potential for success of such an appeal, but regardless, if an appeal is lodged, considerable staff time investment and legal costs would result.
- The Draft Plan includes a block for a potential future elementary school. While the underlying zoning facilitating a school would remain and the School Board could pursue other means of acquiring the parcel, the identified portion of the property would be without road access. While there are also lands included in the nearby Panorama North Draft Plan of Subdivision for an elementary school, that parcel is similarly without road access until Draft Plan registration and build-out proceeds. Both future school sites in the west-end of Town would face servicing challenges until post 2030.
- The proponent may perceive the Town to have acted in bad faith, having entertained an extension in 2021, which staff can no longer support, potentially impacting the value of the lands, financing, and investments made up to this point. However, staff would note that further extension is not automatic nor a legal entitlement. In addition, staff recommended pre-consultation on the recent extension request, redline revisions and zoning by-law amendment applications where the concerns outlined in this Report could have been relayed to the proponent. However, with *Bill 185*, pre-consultation is now voluntary, and the

Applicant actively chose not to engage in further discussion with the Town, instead relying on the pre-consultation comments from 2021.

In light of the above recommendation, staff have not included a planning analysis, nor have updated conditions of draft approval been appended to this Report to align with current legislation, regulations, policies, and technical standards. Should Council conclude that extenuating circumstances exist and wish to entertain the extension request, a referral of the matter back to staff is suggested. Staff would then issue a further emergency 30-day extension to allow the technical review to conclude and this Report as well as the draft plan conditions to be revised.

Alternative Options

Several options are available to Council as it considers the merits of the extension request pertaining to the Linksview Draft Plan of Subdivision. They are as follows:

- a) Council can grant the extension request as submitted by the proponent for a period of seven (7) years. This would allow the developer's team ample time to enter into a Subdivision Agreement with the Town no later than July 29, 2031. For the reasons outlined in this Report, staff are not supportive of this option;
- b) Council can choose to extend the draft approval for a different amount of time in a manner that is in keeping with the SCAP (i.e. 1 year up to 3 years). However, multiple additional extensions would be required and registration would not be possible prior to servicing availability in 2030. This option could be selected if Council considers the risks of allowing the file to lapse as outweighing the rationale advanced by staff.
- c) Council can choose to modify the Draft Plan and/or its Conditions of Approval. Modifications to a draft approved plan can be either minor or major in nature. As previously noted, no amendments have been yet initiated by the proponent and staff through the extension process, though the work to complete such an exercise has been mostly undertaken. It should be noted that the Applicant can

appeal changes to conditions of approval and staff would advise that any additional revisions desired by Council be circulated for technical review and staff be afforded the opportunity to comment on the land use planning merits of Council's request.

- d) Council can refuse to grant the extension request and let the Draft Plan Approval lapse as of July 29, 2024, which is recommended by staff. Lapsing would result in the need for the developer's team to reapply to the Town with a new Application for Plan of Subdivision should they wish to further develop these lands for urban land uses in the future. Like Option b), this course of action would allow Council to revisit the development concept through the lens of the newly adopted Town Official Plan and other plan review processes available to them such as secondary plans. The number, density and distribution of residential units, location and orientation of streets, mix of uses, and conservation of natural resources could be more comprehensively examined with other greenfield developments at the time of submission. Should Council not elect to extend the Draft Plan Approval, there is likely no appeal to the Ontario Land Tribunal to dispute that decision (legal advice required). However, Section 51(43) of the *Planning Act* allows applicants to appeal the conditions of draft approval at any time up to the point of registration. Therefore, there would be a risk that the proponent may appeal the conditions in the few days that remain prior to lapsing.

Financial Impacts

The Linksview Draft Plan of Subdivision will deliver an adequate, appropriate and orderly mix and supply of residential units in anticipation of the Town's future development and servicing conditions. It provides a long-term foundation for stable community growth and results in the generation of growth-related revenue associated with building permit fees, development charges, taxes, and other related fees.

Conclusion

The unique circumstances and site-specific context for this extension request leave staff challenged to recommend that the request for extension be granted and are

recommending that the draft approval be allowed to lapse. Council may see merit in considering an extension, in which case staff would suggest that the timeline align with SCAP (i.e. 1-3 years) and the matter be referred back to staff to include a full planning analysis and update of the conditions of draft approval within this Report.

3. Input from Other Sources

The following documents were submitted by the proponent's agent in support of the extension request and made available to internal and external agencies:

1. LINKSVIEW Draft Approval Extension Agent's Letter, March 28, 2024;
2. Linksview Draft Plan – Town Council approved on June 27, 2016;
3. LINKSVIEW SCAP Matrix, May 2024; and,
4. Town of Collingwood Application for Extension to Draft Plan Approval – Linksview, March 27, 2024.

The Linksview Draft Plan of Subdivision extension request was circulated to Town Departments and external agencies for review and comment. Should Council determine it is appropriate for an extension to be considered, this Report would be amended, along with the conditions of draft approval, to respond to the input received.

In accordance with the *Planning Act*, the Town was not required to hold a Statutory Public Meeting regarding the extension request.

Staff Report No. P2024-18 was forwarded to Department Heads on July 2, 2024 and the content of this report responds to the feedback received.

4. Applicable Policy or Legislation

- *Planning Act* (1990, as amended)
- Provincial Policy Statement (2020)
- Growth Plan for the Greater Golden Horseshoe (2020 Consolidation)
- Simcoe County Official Plan (2016)
- Town of Collingwood Official Plan (2004)
- Town of Collingwood Adopted Official Plan (2023)

- Town of Collingwood Zoning By-law 2010-040

5. Considerations

- | | |
|--|--|
| <input checked="" type="checkbox"/> Community Based Strategic Plan: | Consistent with CBSP |
| <input checked="" type="checkbox"/> Services adjusted if any | The Conditions of Draft Plan Approval have been updated to reflect the circumstances the Town is experiencing. |
| <input checked="" type="checkbox"/> Climate Change / Sustainability: | Positive impact on climate change/sustainability (decreases GHG emissions) |

The proposal furthers the buildout and intensification of serviced land within the Town's built boundary contributing to a complete community.

- | | |
|---|--|
| <input checked="" type="checkbox"/> Communication / Engagement: | The Linksview Draft Plan of Subdivision extension request was circulated to internal and external departments and agencies in keeping with the Planning Act. |
| <input type="checkbox"/> Accessibility / Equity, Diversity, Inclusion: Not Applicable | |
| <input type="checkbox"/> Registered Lobbyist(s) relating to content: Not Applicable | |

Next steps and future action required following endorsement:

- Agent advised of Council's Decision pertaining the Extension Request

6. Appendices and Other Resources

Appendix A: [Draft Approval Extension Request](#)

Appendix B: [Draft Approved Plan](#)

Appendix C: [Conditions of Draft Plan Approval](#)

Resource 1: [SCAP - Approved Plan - May 2024 - PS Review](#)

7. Approval

Prepared By: Steve Stone, Community Planner

Reviewed By: Lindsay Ayers, MCIP, RPP, Manager, Planning

Reviewed By: Summer Valentine, MCIP, RPP, Director, Planning, Building and Economic Development

Draft Plan Approval Extension Request - Linksview – 780 Tenth Line
P2024-18

Page **15** of **15**

CAO Comments:

Endorsed, Amanda Pegg, Acting Chief Administrative Officer, July 3, 2024

BY-LAW No. 2024-052
OF THE
CORPORATION OF THE TOWN OF COLLINGWOOD



BEING A BY-LAW TO AMEND RESPONSIBLE PET OWNERSHIP
BY-LAW NO. 2012-06

WHEREAS By-law No. 2012-016 was enacted and passed on January 30, 2012, to regulate animal control and promote responsible pet ownership in the Town of Collingwood.

AND WHEREAS Council has deemed it appropriate to amend By-law No. 2012-016 to provide an improved system of dog licensing and registration.

NOW THEREFORE COUNCIL OF THE CORPORATION OF THE TOWN OF COLLINGWOOD ENACTS AS FOLLOWS:

1. **THAT** Section 6.1 of By-law No. 2012-016 be deleted and replaced with the following:

Current (Delete)

6.1 Every owner of a dog over the age of six (6) months shall, on or before the 31st day of January in each and every year, make application to licence and register the dog with the Town, or its agent, and provide particulars pertaining to the dog and its owner in order to facilitate the registration of such dog, and shall further make application and provide such information as may be necessary to the Town.

New (Replace)

6.1 Every owner of a dog over the age of six (6) months shall, on or before the expiry date of the licence, make application to license and register the dog with the Town, or its agent, and provide particulars pertaining to the dog and its owner in order to facilitate the registration of such dog, and shall further make application and provide such information as may be necessary to the Town.

2. **THAT** Section 6.2 of By-law No. 2012-016 be deleted and replaced with the following:

Current (Delete)

6.2 Every owner of a dog shall pay annually to the Town a licence fee in accordance with the Table of Fees as established and set out in Schedule A of this by-law or as amended in the Fees & Service Charges By-law.

New (Replace)

6.2 Every owner of a dog shall pay annually to the Town, or its agent, a licence fee as set out in the Town's Fees and Services By-law as amended from time to time.

3. **THAT** Section 6.4 of By-law No. 2012-016 be deleted and replaced with the following:

Current (Delete)

6.4 Every owner of a dog shall, upon application for a dog licence, or as otherwise required by the Town, produce a certificate signed by a practicing veterinarian which clearly identifies the dog and shows that they are currently vaccinated against rabies. The certificate shall identify the animal, as in breed, colour, weight, etc., plus indicate the name of the licensed rabies vaccine used

(trade name), serial number and duration of validity (up to 3 years). If a validity date does not appear on the certificate, then it will be considered a one year vaccine. A veterinarian may also certify that a vaccination is currently effective based on antibody titre tests that show the dog has effective immunity.

New (Replace)

6.4 Every owner of a dog shall, upon request from the Town, or its agent, produce a certificate signed by a practicing veterinarian which clearly identifies the dog and shows that they are currently vaccinated against rabies. The certificate shall identify the animal, as in breed, colour, weight, etc., plus indicate the name of the licensed rabies vaccine used (trade name), serial number and duration of validity (up to 3 years). If a validity date does not appear on the certificate, then it will be considered a one-year vaccine. A veterinarian may also certify that a vaccination is currently effective based on antibody titre tests that show the dog has effective immunity.

4. **THAT** Section 6.5 of By-law No. 2012-016 be deleted and replaced with the following:

Current (Delete)

6.5 The Town shall not issue a dog licence until the applicable licence fee has been paid in full and evidence of inoculation and the reproductive status has been provided to the satisfaction of the Town.

New (Replace)

6.5 The requirement to licence a dog shall not apply to police work dogs.

5. **THAT** Section 6.6 of By-law No. 2012-016 be deleted and replaced with the following:

Current (Delete)

6.6 When the requirements for licensing have been met and necessary application information has been received for the registration of such dog, the Town shall issue for each dog, a serially numbered licence tag and shall cause such information, as provided, to be recorded.

New (Replace)

6.6 Once the requirements for licensing have been fulfilled, and all necessary application information for the registration of the dog has been received, the Town, or its agent, will issue a numbered licence tag and ensure that all relevant information is properly recorded.

6. **THAT** Section 6.7 of By-law No. 2012-016 be deleted and replaced with the following:

Current (Delete)

6.7 At all times when the dog is not on the owner's property, the owner shall cause it to wear a current licence tag issued by the Town, and the licence shall be securely attached by means of a collar, harness or other means.

New (Replace)

6.7 Whenever the dog is off the owner's property, the owner shall securely attach the licence tag to the dog's collar, harness, or any other appropriate means.

7. **THAT** Section 6.9 of By-law No. 2012-016 be deleted and replaced with the following:

Current (Delete)

6.9 Every licence tag issued by the Town shall expire on the 31st day of December in the year for which it was issued.

New (Replace)

6.9 Unless a lifetime licence tag has been purchased and issued, every licence issued by the Town, or its agent, shall expire 365 calendar days from the date of purchase.

8. **THAT** Section 6.11 of By-law No. 2012-016 be deleted and replaced with the following:

Current (Delete)

6.11 The licence fees shall be in accordance with the Table of Fees established and set out in Schedule A of this by-law or as amended in the Fees & Service Charges By-law.

New (Replace)

6.11 The licence fees shall be set out in the Town's Fees and Services By-law, as amended from time to time.

9. **THAT** Section 6.12 of By-law No. 2012-016 be deleted and replaced with the following:

Current (Delete)

6.12 An owner of a dog shall register and obtain a licence tag from the Town for the dog within ten (10) business days from the date the owner took up residence in the Town of Collingwood or the owner acquires a dog that is required to be licenced.

New (Replace)

6.12 An owner of a dog shall register their dog with the Town, or its agent, within seven (7) days of either taking up residence in the Town of Collingwood or acquiring a dog that requires licensing.

10. **THAT** Section 6.13 of By-law No. 2012-016 be deleted and replaced with the following:

Current (Delete)

6.13 An owner of a dog shall forthwith notify the Town of any changes with respect to any information provided in an application for a licence under this By-law. This includes but is not limited to, the owner's address and phone number.

New (Replace)

6.13 An owner of a dog shall immediately notify the Town, or its agent, of any changes with respect to any information provided in an application for a licence under this By-law.

11. **THAT** Section 6.14 of By-law No. 2012-016 be deleted and replaced with the following:

Current (Delete)

6.14 A licence tag shall be issued at no charge to any owner of a service dog, such as a seeing eye dog, or a hearing ear dog or other specialized needs dog or with respect to any police work dog trained for and actually engaged in law enforcement by any federal, provincial or municipal government agency.

New (Replace)

6.14 A licence shall be issued free of charge to owners of service dogs.

12. **THAT** Section 7.1 of By-law No. 2012-016 be deleted and replaced with the following:

Current (Delete)

7.1 Every owner of a dog, having lost the dog licence tag for the current year, shall immediately make an application to the Town for the replacement of such tag, and shall, upon request provide any information as may be required by the Town. The replacement fee for a replacement licence tag shall be in accordance with the Table of Fees established and set out in Schedule A of this by-law or as amended in the Fees & Service Charges By-law.

New (Replace)

7.1 If an owner loses the dog’s licence tag, the owner shall notify the Town, or its agent, and apply for a replacement tag. The fee for replacing a licence shall be set out in the Town’s Fees and Services By-law as amended from time to time.

13. THAT this By-law shall come into full force and effect on the date of final passage hereof at which time all By-laws and/or resolutions that are inconsistent with the provisions of this By-law and the same are hereby repealed or rescinded insofar as it is necessary to give effect to the provisions of this By-law.

ENACTED AND PASSED this 22nd day of July, 2024.

MAYOR

CLERK



EXPLANATORY NOTE
TO THE CORPORATION OF THE TOWN OF COLLINGWOOD
DRAFT BY-LAW No. 2024-053

By-law No. 2024-053 ("the Zoning By-law Amendment") is a By-law under the provisions of Section 34 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, for prohibiting the use of land, buildings or structure for or except for such purposes as may be set out in the by-law within the municipality or within any defined area or areas.

The purpose and effect of the proposed Zoning By-law Amendment is to amend the zoning provisions Town-wide to permit up to four dwelling units per residential or rural lot and reduce minimum parking requirements for Additional Residential Units (ARUs) and apartment buildings, subject to the terms and provisions outlined herein.

This By-law will be in conformity with the adopted 2023 Official Plan of the Town of Collingwood once the Plan is approved by the County of Simcoe and comes into effect and may be passed in accordance with Section 24(2) and (2.1) of the *Planning Act*.

**BY-LAW No. 2024-053
OF THE
CORPORATION OF THE TOWN OF COLLINGWOOD**



BEING A BY-LAW UNDER THE PROVISION OF SECTION 34 OF THE
PLANNING ACT, R.S.O. 1990, C. P.13, AS AMENDED

WHEREAS Section 34 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, permits a Council to pass a by-law prohibiting the use of land, buildings or structures for or except for such purposes as may be set out in the by-law within the municipality or within a defined area or areas;

AND WHEREAS Section 24(2) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, permits a Council to pass a by-law that does not conform with the Official Plan but will conform with it when an amendment to the Official Plan comes into effect, in this case a newly adopted Official Plan;

AND WHEREAS Collingwood Zoning By-law No. 2010-040 is the governing By-law of the Corporation of the Town of Collingwood and such was finally passed by the Council of the Town of Collingwood on April 12, 2010;

AND WHEREAS the Council of the Corporation of the Town of Collingwood adopted a new 2023 Official Plan on December 11, 2023;

AND WHEREAS the Council of the Corporation of the Town of Collingwood has deemed it advisable to amend Collingwood Zoning By-law No. 2010-040, and thus implement the adopted 2023 Official Plan of the Town of Collingwood;

AND WHEREAS Council deems that adequate public notice of the public meeting was provided and adequate information regarding this Amendment was presented at the public meeting held May 28th, 2024, [and that a further meeting is not considered necessary in order to proceed with this Amendment];

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF COLLINGWOOD ENACTS AS FOLLOWS:

1. **THAT** Section 3.0 titled “Defined Terms” of the Collingwood Zoning By-law No. 2010-040, be amended by adding the following definitions:
 - i. *Additional Residential Unit: Shall mean a self-contained residential dwelling unit, complete with separate kitchen and bathroom facilities located within, or ancillary to, an existing or planned dwelling. Additional Residential Units may be located within a Dwelling or within an accessory building on the same lot. Accessory apartments, second units, coach houses, garden suites, and duplex units are all considered Additional Residential Units.*

For the purposes of Additional Residential Units, a dwelling is all or part of a building that is permanently affixed to a foundation used or intended to be used as a domicile and usually containing cooking, eating, living, sleeping and sanitary facilities, but shall not include any motor vehicle, recreational vehicle, a retirement home, a tent, or a short-term accommodation.
2. **THAT** Section 3.0 titled “Defined Terms” is hereby amended by deleting the definition Dwelling, Apartment and replacing it with the following definition:

- i. Dwelling, Apartment: The whole of a building divided by common walls and common floors, or any combination of common walls and common floors, into five (5) or more dwelling units. Each dwelling unit shall have a separate and independent doorway to the exterior of the building by a combination of shared hallways, stairwells, passenger elevators and vestibules.*
- 3. THAT** Section 3.0 titled “Defined Terms” is hereby amended by deleting the definition Dwelling, Stacked Townhouse, and replacing it with the following definitions:
 - i. Dwelling, Stacked Townhouse: A stacked townhouse is the whole of a building divided by common walls or common floors but sharing a single roof of up to thirty-two (32) separate dwelling units, each of which has a separate and independent doorway to the exterior of the building or in combinations with a hallway, stairwell and/or vestibule specific to the dwelling unit.*
- 4. THAT** Section 3.0 titled “Defined Terms” be amended by deleting the following definitions:
 - i. Accessory Apartment: An independent and accessory secondary dwelling unit that is located within a dwelling unit.*
 - ii. Second Unit: An independent, self-contained and accessory secondary dwelling unit that is located within a detached structure accessory to a single detached dwelling unit.*
 - iii. Coach House: A type of second unit, consisting of one storey, located either above or attached to a detached accessory garage.*
 - iv. Garden Suite: A type of second unit, consisting of one storey, located within and occupying wholly, a detached accessory building.*
 - v. Dwelling, Duplex: The whole of a building divided horizontally by common floors into two (2) separate dwelling units, and each of which having a separate and independent doorways directly to the exterior of the building.*
- 5. THAT** Section 4.33 be amended by adding the following provision:

Section 4.33.12 Notwithstanding 4.33 in its entirety, where a detached accessory building contains one or more Additional Residential Units, the provisions of Section 4.40.2 shall apply.
- 6. THAT** Collingwood Zoning By-law 2010-040 be amended to replace all references to “Accessory Apartment”, “Second Unit”, and “Duplex, Dwelling” with “Additional Residential Unit”, except where these phrases occur in Section 3.0 Defined Terms or any site-specific Exception Zone.
- 7. THAT** Section 4.40 be amended by deleting in its entirety and replacing with the following:

4.40 Additional Residential Units

A combination of up to a maximum of three (3) attached or detached Additional Residential Units shall be permitted on residentially or rural zoned properties in accordance with the provisions in this Section, for a total maximum of up to four (4) dwelling units total per lot.

4.40.1 Additional Residential Units within an Existing or Planned Dwelling:

- 4.40.1.1 *An Additional Residential Unit is a permitted use within a single detached dwelling, semi-detached dwelling, or townhouse dwelling on residential or rural zoned lots in accordance with Table 6.3.1.1 and Table 6.3.1.2 and the following provisions.*
- 4.40.1.2 *An Additional Residential Unit shall be located on a lot that has frontage on an open and year-round maintained road.*
- 4.40.1.3 *A maximum of three (3) Additional Residential Units are permitted per lot up to a maximum of four (4) dwelling units in total.*
- 4.40.1.4 *An Additional Residential Unit shall have independent access to the exterior of the dwelling but may have a shared hallway with the main building to facilitate access to the exterior.*
- 4.40.1.5 *An Additional Residential Unit shall only be permitted within a dwelling that is or will be connected to both a municipal water supply and municipal sanitary sewer, except as otherwise provided for within this By-law.*
- 4.40.1.6 *An Additional Residential Unit may be permitted on a lot where a municipal water supply system and/or municipal sanitary sewer are unavailable, provided that it can be demonstrated to the satisfaction of the Town that the applicable provisions of the Ontario Building Code are met.*
- 4.40.1.7 *Where Additional Residential Units are proposed within the Rural Zone, they shall be in compliance with the minimum distance separation formulae.*
- 4.40.1.8 *Additional Residential Units shall not be located on lands subject to natural hazards (e.g. flooding hazards, slope erosion hazards, meander erosion hazards, and unstable soils, including wetlands), unless permitted otherwise by the Conservation Authority.*

4.40.2 *Additional Residential Units within Detached Accessory Buildings*

- 4.40.2.1 *An Additional Residential Unit located within a detached accessory building on a residentially or rural zoned lot that contains a single-detached dwelling, semi-detached dwelling, or townhouse dwelling, is a permitted use in accordance with Table 6.1.2.1 and the following provisions.*
- 4.40.2.2 *Notwithstanding Section 4.33, a detached accessory building containing an Additional Residential Unit is subject to the following development standards.*

Table 4.40.2.2.1

<i>Development Standard</i>	<i>Requirement</i>
<i>Maximum Building Height</i>	<i>7.5 m or the height of the principal building on site, whichever is less.</i>

	<i>* Maximum building height shall not exceed the height of the principal building</i>
<i>Minimum Front Yard</i>	<i>6 m but shall not be closer to the front lot line than the main building.</i>
<i>Minimum Interior Side Yard</i>	<i>1.5 m</i>
<i>Minimum Exterior Side Yard</i>	<i>3 m</i>
<i>Minimum Rear Yard</i>	<i>1.5 m</i>

- 4.40.2.3 *An Additional Residential Unit located within a detached accessory building shall be located on the same lot as a main building and where that lot has frontage on an open and year-round maintained road.*
 - 4.40.2.4 *An Additional Residential Unit may be located within or attached to a detached accessory building, provided the accessory building or structure complies with minimum requirements contained in Table 4.40.2.2.1.*
 - 4.40.2.5 *A maximum of two (2) accessory buildings containing an Additional Residential Unit may be permitted per lot, provided the total number of total Additional Residential Units on the lot does not exceed three (3).*
 - 4.40.2.6 *An accessory building shall contain a maximum of two (2) Additional Residential Units.*
 - 4.40.2.7 *An accessory building containing an Additional Residential Unit shall be included when calculating the maximum lot coverage for accessory buildings and structures per Section 4.33.5.*
 - 4.40.2.8 *An Additional Residential Unit shall only be permitted within an accessory building that is or will be connected to both a municipal water supply and municipal sanitary sewer, except as otherwise provided for within this By-law.*
 - 4.40.2.9 *An Additional Residential Unit may be permitted within an accessory building where a municipal water supply system and/or municipal sanitary sewer are unavailable, provided that it can be demonstrated to the satisfaction of the Town that the applicable provisions of the Ontario Building Code are met.*
 - 4.40.2.10 *Where Additional Residential Units are proposed within the Rural Zone, they shall be in compliance with the minimum distance separation requirements.*
 - 4.40.2.11 *Additional Residential Units shall not be located on lands subject to natural hazards (e.g. flooding hazards, slope erosion hazards, meander erosion hazards, and unstable soils, including wetlands), unless permitted otherwise by the Conservation Authority.*
8. **THAT** Section 4.43.3, Section 5.2.7, Section 5.3.1.1, Section 5.4.3, Section 5.6.1, Section 5.6.2, Section 5.15 Table 5.15.1.1 are hereby amended by deleting “Duplex Dwelling”.
9. **THAT** Table 5.13.1.1 Required Number of Bicycle Spaces is hereby amended by adding the following row in alphabetical order as follows:

Type of Use	Number of Bicycle Spaces Required
Dwelling, Apartment	0.5 bicycle spaces per dwelling unit to a total maximum of 20 bicycle spaces, which may be exceeded.

10. THAT Table 5.15.1.1 Required Parking Spaces is hereby amended by deleting the row “Accessory apartment/second unit” and replacing it with the following row in alphabetical order:

Type of Use	Parking Space Ratio
Additional Residential Unit	1 parking space per unit with no more than 2 parking spaces required for all Additional Residential Units

11. THAT Table 5.15.1.1 Required Parking Spaces is hereby amended by deleting the row “Dwelling, Apartment” and replacing it with the following:

Type of Use	Parking Space Ratio
Dwelling, Apartment	Minimum 0.5 parking spaces per unit plus an additional 0.25 spaces per unit for visitor parking.

12. THAT Table 6.1.2.1 Residential Permitted Uses is hereby amended by deleting Table 6.1.2.1 in its entirety and replacing with the following table:

Uses	Zones			
	R1	R2	R3	R4
Additional Residential Unit	✓	✓	✓	
Apartment			✓ (b)	✓ (b)
Group or Cluster			✓	✓
Single-Detached	✓ (a)	✓	✓	
Semi-Detached		✓	✓	
Townhouse			✓	
Senior Citizen Housing			✓ (b)	✓ (b)
Retirement Home			✓ (b)	✓ (b)
Boarding Home		✓ (c)	✓ (c)	
Nursing Facility			✓ (b)	✓ (b)
Community Garden	✓	✓	✓	✓

13. THAT Table 6.3.1.1 Residential First Density (R1) and Residential Second Density (R2) Zone Provisions and Table 6.3.1.2 Residential Third Density (R3) Provisions is hereby amended by deleting the “Duplex” column and all associated provisions;

14. THAT Table 9.1.1.1 Community Services, Environmental Protection, Recreation and Rural Permitted Uses is hereby amended by adding a new row in alphabetical order to Table 9.1.1.1 as follows:

Uses	RU
Additional Residential Unit	✓ (c)

15. THAT Section 9.2 Community Services, Environmental Protection, Recreation and Rural Footnotes is hereby amended by adding the following new Footnote:

9.2.1.3 Footnote (c) – Additional Residential Units

An Additional Residential Unit may be permitted within a dwelling or within a detached accessory dwelling where municipal water supply and/or municipal sanitary sewer are unavailable, provided that it can

be demonstrated to the satisfaction of the Town that the applicable provisions of the Ontario Building Code are met.

- 16. THAT** Collingwood Zoning By-law No. 2010-040 is hereby amended to give effect to the foregoing, but Collingwood Zoning By-law 2010-040 shall in all other respects remain in full force and effect.
- 17. THAT** this By-law shall come into force and effect on the date it is enacted and passed by the Council of the Corporation of the Town of Collingwood, subject to the adopted 2023 Official Plan for the Town of Collingwood coming into force pursuant to Section 24(2) of the Planning Act, R.S.O. 1990, c P.13, as amended, and subject to notice hereof being circulated in accordance with the provisions of the *Planning Act* and Ontario Regulation 545/06, and if required as a result of such circulation the obtaining of the approval of the Ontario Land Tribunal.

ENACTED AND PASSED THIS _____ DAY OF _____ 2024.

MAYOR

CLERK

**BY-LAW No. 2024-057
OF THE
CORPORATION OF THE TOWN OF COLLINGWOOD**



BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF AN AGREEMENT
FOR THE PROVISION OF ADDITIONAL POLICE SERVICES WITH HIS
MAJESTY THE KING IN RIGHT OF ONTARIO AS REPRESENTED BY THE
SOLICITOR GENERAL AND THE CORPORATION OF THE TOWN OF
COLLINGWOOD

WHEREAS under Section 17(2) of the Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, (the Act), the Minister may enter into a written agreement with a municipality or with any other person to have the Commissioner provide policing, or other specified services, that would not otherwise be provided or be required to be provided by the Commissioner;

NOW THEREFORE COUNCIL OF THE CORPORATION OF THE TOWN OF COLLINGWOOD ENACTS AS FOLLOWS:

1. **THAT** the Corporation of the Town of Collingwood enter into an Agreement for the provision of Additional Police Services under Section 17(2) of the Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1 with His Majesty the King in right of Ontario as represented by the Solicitor General ("Ontario") for a three-year term expiring December 31, 2027;
2. **THAT** the Mayor and Chief Administrative Officer are hereby authorized to execute on behalf of the Municipality the said Agreement with the Solicitor General for Police Services for the Corporation of the Town of Collingwood with the terms and conditions as set out in the Agreement;
3. **THAT** this By-law shall come into full force and effect on the date of final passage hereof at which time all By-laws and/or resolutions that are inconsistent with the provisions of this By-law and the same are hereby repealed or rescinded insofar as it is necessary to give effect to the provisions of this By-law.

ENACTED AND PASSED this 22nd day of July, 2024.

MAYOR

CLERK



July 16, 2024

Mayor and Council
Town of Collingwood
97 Hurontario Street, P.O. Box 157
Collingwood, ON L9Y 3Z5

Dear Mayor Hamlin, Deputy Mayor Fryer and Members of Council,

At its meeting of July 11, the BIA Board of Management reviewed the Collingwood Arts Centre Feasibility Study Phase 3 Report and accompanying staff report which was presented at the Committee of the Whole meeting on July 8.

The following motion was approved and is submitted for your consideration:

WHEREAS it is important for the BIA to maintain a significant economic anchor in the Downtown and support investigating the concept of the Arts Centre in the Downtown as well as other options (ex. MURF);

THAT the BIA Board of Management recommends that the Downtown Master Plan be completed prior to investing any additional funds for a rescoping study;

AND THAT BIA supports keeping 84 Hurontario Street for a Downtown Market Square Community Space, supports keeping the Farmers' Market as an outdoor interactive market, supports continuing to investigate the original Ste. Marie Parking lot location for the Arts Centre (or potentially the Arena parking lot in the event the Arena is removed from the Downtown), has concerns with the viability of a 600 seat theatre and impacts on other theatre spaces and businesses in and outside of the Downtown, and has concerns with replacing parking on a 1:1 ratio while adding significantly more patrons to the Downtown;

AND FURTHER THAT any further investment in studies include the financial / economic impact analysis of an Arts Centre versus an Arena in the Downtown, and that the BIA have representation and at very least specific input in any further studies.

Thank you for the opportunity to provide input.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Spennal", written over a white background.

Sarah Pennal
Chair
Collingwood Downtown Business Improvement Area

105 Hurontario Street, P.O. Box 23, Collingwood, ON L9Y 3Z4
705.445.5595 – info@collingwooddowntown.com



July 16, 2024

Mayor and Council
Town of Collingwood
97 Hurontario Street, P.O. Box 157
Collingwood, ON L9Y 3Z5

Dear Mayor Hamlin, Deputy Mayor Fryer and Members of Council,

At its meeting of July 11, the BIA Board of Management discussed the draft Community Based Strategic Plan as reviewed by Council at its July 10 special meeting.

We would like to express the Board's support of the draft Strategic Plan and in particular the focus and importance of the Downtown for the future of the Town of Collingwood.

The BIA continues to work in collaboration with the town to ensure that our downtown remains vibrant and an important economic centre for our community as well as a safe and welcoming environment. It is heartening that the community consultation supports our efforts.

We have been pleased to be part of this important project, both through financial investment and our representation on the steering committee. We look forward to the next phase as we move into the downtown visioning and the completion of a Downtown Master Plan.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Sarah Pennal".

Sarah Pennal
Chair
Collingwood Downtown Business Improvement Area

105 Hurontario Street, P.O. Box 23, Collingwood, ON L9Y 3Z4
705.445.5595 – info@collingwooddowntown.com



Release

County of Simcoe, Office of the Warden and CAO
1110 Highway 26, Midhurst, Ontario L9X 1N6
simcoe.ca

FOR IMMEDIATE RELEASE

County releases final annual report on 10-Year Affordable Housing and Homelessness Prevention Strategy

Midhurst/July 15, 2024 – The County of Simcoe has released its tenth annual report card, *Housing Our Future: 2023 Annual Report*, to measure and evaluate the implementation of recommendations contained in *Our Community 10-Year Affordable Housing and Homelessness Prevention Strategy*.

The strategy set a minimum goal of 2,685 new affordable housing units between 2014 and 2024. As previously communicated, the County not only met, but exceeded that goal, one year ahead of schedule. However, work and investments continued in 2023. As of December 31, 2023, 3,250 new affordable homes had been created across the region since 2014, with more in the process of being built across the region, including larger builds in Orillia (open in 2024), Bradford West Gwillimbury (now accepting applications), and in Barrie (expected to open in 2026/2027). The report also highlights other targets and goals achieved as part of the larger 10-Year Strategy.

“We continue to impact the lives of residents with each new unit and investment in affordable housing,” said Warden Basil Clarke. “As we officially close out our previous 10-year plan, our Council and staff are committed to having an even stronger and bolder 10-year affordable housing strategy to present in the coming months that will continue building up the lives of our residents and starting new stories of homes, lives, and hope.”

Units to Date

STAGE 1			
2014	2015	2016	2017
32	207	544	1,017

STAGE 2		
2018	2019	2020
1,288	1,873	2,364

STAGE 3		
2021	2022	2023
2,531	2,775	3,250



Highlights of *Housing Our Future: 2023 Annual Report*

- Creation of 475 new affordable housing spaces in 2023, contributing to the **overall total of 3,250 new housing spaces created since the inception of the strategy in 2014**, which exceeded the original target of 2,685 new affordable units by 2024
 - Affordable housing spaces created since 2014 include:
 - An additional 1,478 new government-funded Rent Supplements and housing allowances delivered
 - 141 new affordable homeownerships through the County's Affordable Homeownership Program and by community partners including Habitat for Humanity and OAHS

- 243 government-funded secondary suites through programs like the County of Simcoe's Secondary Suites Program, which provides forgivable loans to eligible individuals creating affordable secondary suites in their home
- 804 unfunded secondary suites (unfunded second suites not deemed affordable as of 2022 based on market survey. Previously, a discount rate was applied to reflect affordability levels, e.g. 25% of units created deemed affordable based on data at the time)
- Built 485 new units in affordable rental developments
- Created 99 new units in supportive housing developments
- Distribution of \$1.4 million in rent supplement/housing allowance subsidies, including 409 new households housed in 2023, contributing to the total of 1,478 households made affordable through rent supplements through 2014
- Distribution of \$130,790 in affordable homeownership down-payment supports – through this program, 141 households have been housed since 2014 with affordable homeownership down-payments
- Direct funding of \$650,000 under the Municipal Secondary Suites program, creating an additional 25 affordable secondary suites toward the total of 243 new units since the onset of the strategy
- Distribution of an additional \$250,000 to address urgent home repairs through the Ontario Renovates Program, contributing to the total of 362 units supported with urgent home repairs and/or accessibility modifications
- Provided \$534,635 in Housing Retention Program for eviction prevention
- Continued progress on large affordable housing construction projects, including 130 units in Orillia (which welcomed its first residents earlier this year), 50 units in Bradford West-Gwillimbury (now accepting applications), and solidified plans to build 215 units at what will be the County's largest affordable housing investment to date at the County's Rose Street location in Barrie
- Celebrated the official opening of the County's creation of 14 units of supportive housing at 77 Tiffin Street in Barrie for people experiencing mental health and addiction challenges, persons with disabilities, as well as those experiencing homelessness, with the Busby Centre and the Elizabeth Fry Society providing support services, supported by \$2.5 million from the Government of Ontario's Social Services Relief Fund (SSRF)
- As of December 31, 2023, the total number of applicants on the Centralized Waitlist was 4,696 a decrease of 3.7% over the waitlist reported in 2022
- 132 households assisted with transitional housing
- 144 individuals supported by the County of Simcoe's Domiciliary Care Program
- 29 individuals supported by the Seniors at Home Program
- 206 households assisted with Housing First

Funding for the affordable housing strategy comes from a variety of sources, including the County of Simcoe, the cities of Barrie and Orillia, and governments of Canada and Ontario.

The County's strategy will continue to focus on supporting residents through maximizing funding, achieving targets, and working with area partners to create affordable housing units for residents across the County. More information on this can be found at simcoe.ca/ourahhps.

About the County of Simcoe

The County of Simcoe is composed of sixteen member municipalities and provides crucial public services to County residents in addition to providing paramedic and social services to the separated cities of Barrie and Orillia. Visit our website at simcoe.ca.

- 30 -

Collin Matanowitsch
Manager, Public Relations
County of Simcoe, Service Simcoe Department
705-734-8386 (mobile)
Collin.Matanowitsch@simcoe.ca

Andrea Walasek
Public Relations Consultant
County of Simcoe, Service Simcoe Department
249-535-3511 (mobile)
Andrea.Walasek@simcoe.ca

Units to Date

STAGE 1			
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STAGE 2		
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1,288	1,873	2,364

STAGE 3		
2021	2022	2023
2,531	2,775	3,250





64 JARDIN DRIVE, UNIT 1B
CONCORD, ONTARIO L4K 3P3

T 905.669.4055
KLMPLANNING.COM

File: P-3184

July 5, 2024

Town of Collingwood
97 Hurontario Street
Collingwood, Ontario
L9Y 2L8

Attention: Mayor Yvonne Hamlin and Members of Council

**Re: 2024 Development Charges Review
Staff Report T2024-15
180 Ontario Street
2374515 Ontario Corporation
Town of Collingwood File No. D140224
County of Simcoe**

KLM Planning Partners Inc. is the land use planning consultant representing 2374515 Ontario Corporation ("**client**"), the owners of 180 Ontario Street in the Town of Collingwood (the "**Town**"), County of Simcoe (the "**County**") (the "**Subject Lands**").

On behalf of our client, we filed a Zoning By-law Amendment application in order to permit a four storey apartment building with approximately market rental 60 units. The application has been deemed complete as of May 30, 2024 however, a public meeting has not yet been scheduled for this application as it is anticipated it will be held in September 2024.

We have reviewed the proposed development charge increases along with the submission made by BILD and concur with the comments and questions that have been raised in that letter. We are concerned with the proposed 91% increase in one bedroom apartments or less and a 77% increase in two bedroom apartments, considering this is a dramatic increase in comparison to the current rates.

Our client wishes to submit this letter of concern with the substantial increases for apartment dwelling units and would request the Town consider granting an exception to freeze the current rates on our client's land considering a complete application has been filed with the Town which will facilitate the creation of additional market rental apartment dwelling units, which is a much needed housing form within the Town of Collingwood.

Yours truly,

KLM PLANNING PARTNERS INC.

A handwritten signature in blue ink, appearing to read "K MacKinnon", is written over the company name.

Keith MacKinnon BA, MCIP, RPP
Partner

cc. Client

Madame Mayor and Members of Council

On behalf of the owners of Schoolhouse Lane Inc. and those of its tenants, particularly Tesoro Restaurant and the Tesoro Mercato, that I have talked to today about the above potential location for a potential arts centre, I wish to share their concerns. I will not repeat some of their strong language but they are all uniformly opposed to the use of this parking lot for a potential arts centre or other structure for that matter.

We only found out about this today for a meeting scheduled for later today. As people find out about this in the days and weeks to come I suspect there will be a plethora of further objections.

Here are some of the concerns raised by the Schoolhouse Lane (group):

This is a Heritage Area. To build a structure like this would destroy the "heritage" look, atmosphere and ambiance of this important area of the Town.

The Schoolhouse Lane building is what many describe as an iconic landmark. It would be substantially, if not completely, hidden behind any new structure of this nature.

Whether there may be some grants or financial initiatives or not, the ratepayers of this Town will foot the balance. Taxes are already too high and the downtown core is further burdened by BIA levies. Many of the businesses already have serious concerns of what if any benefit is provided by the BIA to the Pine Street corridor.

Because an arts centre will be either owned by the Town or a not-for-profit organization, there will be no tax revenue and the capital costs will be astronomical as well as future operational costs. Does the Town not need other facilities more at this time than an arts centre - like an expansion of the sewage treatment facility?

And on the issue of capital cost - a 100 car underground garage will be a huge expense - estimated by some to be in the vicinity of 18 million dollars for the underground garage itself. The building itself is a cost over and above.

Our farmers' market would have to relocate or disappear.

Significant construction would disrupt all the adjacent businesses. Do you recall a few years ago when Hurontario Street was widened? Businesses were disrupted and many went out of business.

If in due course an arts centre is going to be built at a cost that makes sense and after all vital structures and amenities are built and paid for then build it on the periphery of the Town - maybe Poplar Sideroad, maybe the west end? Combine it with other uses that could share a large parking lot as usage times will for the most part not overlap. If necessary, redesignate a large parcel and rezone it. If the Town wants to be the development broker on this, then enter into a conditional agreement of purchase and

sale until all planning permissions are in place. Then partner with other potential stakeholders. At one time, the new hospital was proposed for the Poplar Sideroad. Other medical businesses would have flocked to the area so they are near the hospital. What kind of uses would compliment an arts centre? Sometimes you have to think outside the box.

Please consider this letter in your deliberations. I am sure there will be additional input the Schoolhouse Lane (group) and other businesses in the area will submit in due course.

Thank you for your consideration.

Paul Shaw

Schoolhouse Lane

10 Schoolhouse Lane

Collingwood, Ontario

Office of the Mayor • Town of Collingwood



Proclamation

- WHEREAS,** Collingwood Pride is supported by The Rainbow Club Collingwood, a registered Non-Profit charitable organization; and
- WHEREAS,** Collingwood Pride is operated by an events team that values high-touch collaboration, intentional synergy and solutions-orientated problem solving; and
- WHEREAS,** Collingwood Pride will be deeply rooted in collaboration with our community, with local businesses, local artists, volunteers, community partners, and sponsors; and
- WHEREAS,** Collingwood Pride will be interactive, immersive, and undeniable; and
- WHEREAS,** Collingwood Pride will be a free outdoor community event open to the public and will take over one street in Collingwood's Heritage Downtown core and will include one full weekend of activations and celebrations; and
- WHEREAS,** Collingwood Pride serves as a powerful reminder of the progress made towards 2SLGBTQ+ rights while acknowledging the ongoing work needed to create and inclusive community.

NOW THEREFORE, I, Yvonne Hamlin, Mayor of the Town of Collingwood,

DO HEREBY PROCLAIM July 12th to 14th 2024 as **Collingwood Pride Weekend** in the Town of Collingwood.

Dated this 12th day of July, 2024

Mayor Yvonne Hamlin



Association of Municipalities of Ontario (AMO)
155 University Ave., Suite 800
Toronto, Ontario M5H 3B7
Telephone: 416.971.9856
Toll-free in Ontario: 1.877.426.6527
Fax: 416.971.6191



Ontario Medical Association
150 Bloor St. West, Suite 900
Toronto, ON M5S 3C1
Canada

TF: 1.800.268.7215
T: 416.599.2580
F: 416.533.9309
E: info@oma.org

oma.org

July 4, 2024

[Mayor's Name]

[Mayor's Address]

[City, Province, Postal Code]

Dear Mayor [Last Name],

Communities across Ontario have been facing critical health-care challenges, including long waitlists for primary care, shortages of doctors and other health care workers; and emergency room closures. These cracks in Ontario's health care system are impacting economic development, health, and well-being at the local level.

In response, the Ontario Medical Association (OMA) and the Association of Municipalities of Ontario (AMO) are working collaboratively to advocate for a better healthcare system for Ontario's residents and communities.

We have jointly developed the attached draft council resolution (Appendix A), urging the provincial government to recognize the physician shortage in your municipality and the rest of Ontario. By adopting this resolution, your municipality can play a crucial role in highlighting the urgent need for more healthcare resources and support.

AMO is excited to welcome everyone to Ottawa for our annual conference from August 18-21, 2024. We are pleased to inform you that the OMA will be participating at this year's conference. Along with sponsoring the Rural Caucus Lunch on August 20, the OMA has reserved meeting room at the Fairmont Château Laurier for both August 20 and 21 to meet directly with municipal leaders. During these meetings, we would like to hear what you are seeing on the ground and discuss opportunities to work closer with you. We believe that collaboration between Ontario's doctors and all 444 municipalities is essential in addressing the health-care needs of your community.

To set up a meeting with the OMA, please reach out to Tarun.Saroya@OMA.org (senior advisor for government relations and advocacy) to book a 15-30 minute time slot at your earliest convenience.

We look forward to your positive response and to working together towards a healthier future for all Ontarians.

Yours sincerely,



Kimberly Moran
CEO, Ontario Medical Association



Colin Best
President
Association of Municipalities of Ontario

Appendix A:

WHEREAS the state of health care in Ontario is in crisis, with 2.3 million Ontarians lacking access to a family doctor, emergency room closures across the province, patients being de-rostered and 40% of family doctors considering retirement over the next five years; and

WHEREAS it has becoming increasingly challenging to attract and retain an adequate healthcare workforce throughout the health sector across Ontario; and

WHEREAS the Northern Ontario School of Medicine University says communities in northern Ontario are short more than 350 physicians, including more than 200 family doctors; and half of the physicians working in northern Ontario expected to retire in the next five years; and (Northern Ontario only)

WHEREAS Ontario municipal governments play an integral role in the health care system through responsibilities in public health, long-term care, paramedicine, and other investments.

WHEREAS the percentage of family physicians practicing comprehensive family medicine has declined from 77 in 2008 to 65 percent in 2022; and

WHEREAS per capita health-care spending in Ontario is the lowest of all provinces in Canada, and

WHEREAS a robust workforce developed through a provincial, sector-wide health human resources strategy would significantly improve access to health services across the province;

- NOW THEREFORE BE IT RESOLVED THAT the Council of (the name of municipality) urge the Province of Ontario to recognize the physician shortage in (name of municipality) and Ontario, to fund health care appropriately and ensure every Ontarian has access to physician care.

Town of Collingwood
DRAFT Community Based Strategic Plan 2024-2028

TABLE OF CONTENTS

Land Acknowledgement.....	1
Message from the Mayor and Council.....	2
Introduction.....	3
Strategic Plan at a Glance.....	5
Vision, Mission, and Values	6
Pillar #1: Sustainable.....	7
Pillar #2: Connected.....	9
Pillar #3: Vibrant.....	10
Pillar #4: Responsible.....	12
How We Will Implement the Plan.....	14
The Strategic Planning Process	15
Appendix A – Steering Committee Members	19

LAND ACKNOWLEDGEMENT

For more than 15,000 years, the First Nations walked upon, and cared for, the lands we now call home. Anishinaabek, Haudenosaunee, Ojibwe, and many others who were families, friends, and communities, the way we are today. The Town of Collingwood acknowledges the Lake Simcoe-Nottawasaga Treaty of 1818 and the relationship it establishes with the original inhabitants of Turtle Island. We acknowledge the reality of our shared history, and the current contributions of Indigenous people within our community. We seek to continue empowering expressions of pride amongst all of the diverse stakeholders in this area. We seek to do better, and to continue to recognize, learn, and grow, in friendship and community, Nation-to-Nation.

MESSAGE FROM THE MAYOR AND COUNCIL

On behalf of Council, I am pleased to introduce Collingwood's 2024-2028 Community Based Strategic Plan (CBSP).

This Plan is a vitally important document that sets out how we plan to transform our community and make it even better for everyone today and in the future.

Our last CBSP was completed in 2020, and much has changed since that time. Collingwood has quickly become one of Ontario's fastest-growing communities. Our scenic waterfront and natural environment, animated downtown, and year-round amenities and events make Collingwood an attractive place to live and visit for people of all ages. Our Town also serves as a regional hub for services, industry, employment, and recreation, and we take pride in the thriving business community that has found success in Collingwood.

But the ultimate source of Collingwood's strength is **our people**. Collingwood is home to a highly engaged community of residents, business owners, groups and organizations, who are passionate about our Town and want to actively and meaningfully contribute to its path forward.

As we developed this document, we looked to our community members to provide their input, with the goal of ensuring the final CBSP is comprehensive and reflective of the needs, aspirations, and priorities of the people we serve. All of Council would like to thank those who participated in the strategic planning process and whose feedback helped to shape this document from start to finish. Special thanks are also owed to the Strategic Plan Steering Committee (*Appendix A*), made up of local volunteers and experts who provided guidance and expertise at critical moments throughout this project.

It is fitting that our community is at the core of Collingwood's updated Strategic Plan. Our long-term vision is anchored by three pillars that speak to the type of community we wish to create and strengthen: **Sustainable, Connected, Vibrant**. This will be supported by a **Responsible** Town government that serves the public interest and is transparent and accountable in all it does.

It is our sincere privilege to serve the community of Collingwood, and we look forward to working with you in the years ahead to put this ambitious plan into action.

Mayor Yvonne Hamlin

Deputy Mayor Tim Fryer

Councillor Kathy Jeffrey

Councillor Deb Doherty

Councillor Brandon Houston

Councillor Chris Potts

Councillor Rob Ring

Councillor Christopher Baines

Councillor Steve Perry

INTRODUCTION

The Town of Collingwood is an active, vibrant, and picturesque community located on the southern shore of Georgian Bay. Among a multitude of natural and culture assets, the community offers residents and visitors a thriving downtown core filled with heritage buildings, unique shops, and restaurants and a lively waterfront that makes the Town an attractive location to live, work, visit, and recreate.

Collingwood is also a growing community. The Town is forecasted to grow from approximately 26,500 permanent residents today to over 32,000 by 2033 and 42,000 residents by 2051. Collingwood's strategic location as the urban node of the South Georgian Bay region with access to other urban centres in Ontario, including Barrie and the Greater Toronto Area, further position it for continued economic and commercial growth and success.

As it grows and evolves, Collingwood can build on its core strengths and successes to scale up and be even better than it is today. But also critical to effective and proactive planning is identifying key challenges, barriers, and gaps that must be addressed or mitigated to ensure that the Town continues on its positive trajectory and remains a livable and sustainable community where there is a strong sense of belonging and where people want and aspire to be. The CBSP is a critical tool that can support the Town in this effort.

What is the Community Based Strategic Plan?

Collingwood's CBSP is a guiding document that sets out the long-term vision for the community and the impactful actions we will take to achieve progress towards that vision over the next four years. It serves as a catalyst to think, be, and do better as we plan for the future.

This plan is a critical tool for the Town. It focuses on the big transformations we want to see in our community and provides a framework to guide Council as it makes decisions about what to prioritize and how best to allocate public resources.

The CBSP also guides the work of the Town, informing the annual budget process, staff operational plans and work plans, and large-scale future planning for the community in the form of master plans and other strategies.

While the CBSP maps out the key priorities and transformational changes we want to drive



forward, we remain committed to delivering the programs and services we know our residents rely on and that support quality of life in our community. These programs and services will continue to be subject to ongoing community input and engagement and decisions by Council.

How to read our plan:

The CBSP begins with our strategic vision, mission, and values – these are the guiding forces behind an organization.

- ▶ The **strategic vision** articulates *our direction* for the future – it answers the question: what does Collingwood want to be?
- ▶ The **mission** sets out *our purpose* as a Town and our role as an order of government.
- ▶ **Values** inform *our approach* to everything we do, from decision-making to delivering Council-approved programs and services.

These higher-order and longer-term elements of the Plan are complemented by strategic pillars, goals, and actions that will guide the Town for the next four years as we make progress on transforming our vision into reality.

- ▶ **Strategic pillars** are *our core areas of focus* and transformation.
- ▶ **Goals** set out the *outcomes* we hope to achieve.
- ▶ **Actions** that speak to the *initiatives and projects* the Town will undertake to achieve progress on its goals.

STRATEGIC PLAN AT A GLANCE

OUR COMMUNITY VISION

Sustainable, Connected, Vibrant

Collingwood is an inclusive community that offers a healthy and active lifestyle in a beautiful waterfront setting, anchored by a responsible government, strong business network, and historic, animated downtown.

MISSION & VALUES

Working together to provide excellent services, progressive and accountable decision-making, and advocacy and collaboration.

Leadership	Integrity	Respect	Excellence	Financial
------------	-----------	---------	------------	-----------

PILLARS & GOALS

	SUSTAINABLE	CONNECTED	VIBRANT
Our Community	<ol style="list-style-type: none"> 1. Encourage more housing options that meet community needs 2. Support integrated and people-scaled development that enhances livability 3. Work with partners to take action on climate change 	<ol style="list-style-type: none"> 1. Foster belonging through arts, culture, and events 2. Promote Collingwood as a centre for healthy and active living 3. Support a community that is safe and well 	<ol style="list-style-type: none"> 1. Grow and diversify Collingwood's economy 2. Build our local labour force 3. Enhance the downtown and waterfront as a place to be
Our Government	RESPONSIBLE		
	<ol style="list-style-type: none"> 1. Continuously drive operational and organizational excellence 2. Maintain the Town's strong financial health and assets 	<ol style="list-style-type: none"> 3. Champion local, regional, and intergovernmental collaboration and advocacy 4. Promote a healthy local democracy 	

VISION, MISSION, AND VALUES

OUR COMMUNITY VISION

Sustainable, Connected, Vibrant

Collingwood is an inclusive community that offers a healthy and active lifestyle in a beautiful waterfront setting, anchored by a responsible government, strong business network, and historic, animated downtown.

MISSION

Working together to provide excellent services, progressive and accountable decision-making, and advocacy and collaboration.

VALUES

Leadership	Integrity	Respect	Excellence	Financial Stewardship
We are courageous in making the decisions needed to support and better our community.	We are honest and transparent in our decisions and actions, ensuring accountability and safeguarding public trust.	We cultivate a caring and inclusive community where residents, volunteers, municipal staff, and elected officials are all treated with empathy and dignity.	We strive to provide high quality services and always seek opportunities to improve our efficiency, effectiveness, and customer service.	We effectively manage our financial resources in the interests of maintaining the Town's long-term financial health.

PILLAR #1: Sustainable

We grow with intention, with a focus on creating a livable community that serves the needs of today and builds for our future.

OUR GOALS

1. Encourage more housing options that meet community needs

Key Actions:

- ▶ Invest in and implement the Town's approved Affordable Housing Master Plan to provide more housing across the continuum with a focus on housing for middle income households.
- ▶ Consider opportunities within the Comprehensive Zoning By-law to encourage the development of diverse housing options to meet community needs.
- ▶ Explore feasibility for programs and investments in partnership with Simcoe County, the provincial and federal governments, and non-profits and charities to expand housing options in Collingwood.

2. Support integrated and people-scaled development that enhances livability

Key Actions:

- ▶ Explore options and partnerships to improve local transit and increase ridership.
- ▶ Explore options for better transportation connections between Collingwood and the rest of Ontario.
- ▶ Prioritize the speed and safety related components of the Master Mobility & Transportation Plan to support a people-centric approach to transportation.
- ▶ Maintain, renew, and enhance our natural heritage assets, including urban forests, that support livability and quality of life in our Town.

3. Work with partners to take action on climate change

Key Actions:

- ▶ Continue to implement the Greener Collingwood Corporate Climate Change Action Plan to achieve the Town's 2030 target.
- ▶ Develop a Community Climate Action Plan, including examination of incentives for greatest reduction in GHGs.
- ▶ Enhance emergency management and stormwater planning in the Town to help mitigate and adapt to the impacts of a more volatile climate and external environment.

- ▶ Develop municipal Green Building Targets and encourage more energy and water efficient initiatives for new developments.

PILLAR #2: Connected

We foster well-being, belonging, and understanding through spaces, places, and activities.

OUR GOALS

1. Foster belonging through arts, culture, and events

Key Actions:

- ▶ Build capacity to support and enhance Collingwood's lively arts and culture scene, including potential development of an Arts Centre.
- ▶ Encourage and support events, festivals, and celebrations that bring people together, foster inclusion, and showcase the richness of our culture, diversity, heritage, and community.

2. Promote Collingwood as a centre for healthy and active living

Key Actions:

- ▶ Determine future recreational programming and facility needs and explore creation of a Multi-Use Recreation Facility.
- ▶ Prioritize the active transportation components of the Master Mobility & Transportation Plan and encourage a network of walkable, bikeable, and accessible communities.

3. Support a community that is safe and well

Key Actions:

- ▶ Continue to support the hospital board in advancing progress on a new state-of-the-art regional hospital in Collingwood and explore future opportunities for the existing hospital site.
- ▶ Advocate for expanded access to primary care physicians, medical specialists, and mental health services and resources for those who need them.
- ▶ Collaborate with the County of Simcoe and community agencies and partners to expand or support homelessness prevention initiatives.
- ▶ Plan for the capital and operational resources for an additional fire hall.

PILLAR #3: Vibrant

We are home to a dynamic and resilient economic ecosystem, driven by design and continuous learning and powered by people.

OUR GOALS

1. Grow and diversify Collingwood's economy

Key Actions:

- ▶ Refresh and implement the Town's 2020-2025 Economic Development Action Plan to align on key areas for economic growth and investment attraction.
- ▶ Continue to encourage the Town's position as a regional centre for economic activity in South Georgian Bay.
- ▶ Complete and implement the Tourism Master Plan and continue to support four-seasons tourism, building on and leveraging Town assets and amenities and those of its neighbours.
- ▶ Update Town policies and practices to make it easier to do business in Collingwood.

2. Build our local labour force

Key Actions:

- ▶ Work with Simcoe County and other partners to identify and address current and projected skills gaps across industries the South Georgian Bay region and related strategies and action plans.
- ▶ Enhance the vibrancy of Georgian College and attract a university to provide more opportunities for residents to stay, learn, and grow in Collingwood.
- ▶ Explore opportunities for more experiential learning opportunities at and within the Town to support youth with "on the job" training and mentorship.

3. Enhance the downtown and waterfront as a place to be

Key Actions:

- ▶ Complete and implement the Downtown Visioning Master Plan to guide the evolution of the downtown area to 2051, including fostering greater connection to and integration with the waterfront.
- ▶ Leverage the ongoing Terminals Point redevelopment project to create a world-class landmark for the community, while respecting public access to the waterfront and the heritage and natural features of the site.

- ▶ Implement the Waterfront Public Realm Plan as opportunities arise to enrich public space and bring a people-centric focus to Collingwood's waterfront, including a potential new piazza.

PILLAR #4: Responsible

We commit to service excellence through collaboration, continuous improvement, and fiscal prudence.

OUR GOALS

1. Continuously drive operational and organizational excellence

Key Actions:

- ▶ Manage Town services such that each has clear levels of service and appropriate resourcing and implement periodic service reviews to ensure optimization.
- ▶ Strive to be an Employer of Choice to ensure that the Town can attract and retain the talent and expertise required to implement Council's decisions and strategic priorities.
- ▶ Ensure the Town is prepared for and exploring opportunities to leverage AI and other emerging technologies to support better and more efficient services.
- ▶ Explore opportunities to enhance the Town's alignment with and evaluation of progress against key targets in the United Nations' Sustainable Development Goals (SDG), particularly SDG11.

2. Maintain the Town's strong financial health and assets

Key Actions:

- ▶ Implement a multi-year financial forecast, including the 10-Year Capital Plan, to assess future financial health and identify potential risks.
- ▶ Consider options, including user fees, grants, public-private partnerships, and other innovative funding sources to increase and diversify Town revenues and balance affordability for our tax base.

3. Champion local, regional, and intergovernmental collaboration and advocacy

Key Actions:

- ▶ Develop a framework for a complete community, considering factors and services not generally delivered by local government (e.g., school spaces, long term care, sufficient electricity and other energy sources, hospital and health care, child care, animal rescue, etc.) and identify the stakeholders and sectors that should be involved in solutions.
- ▶ Build partnerships across the South Georgian Bay region to share knowledge and resources in pursuit of collective goals.

4. Promote a healthy local democracy

Key Actions:

- ▶ Continue to enhance communications efforts to increase public awareness of Town decisions, policies, and financial information.
- ▶ Continue to expand opportunities for community members, including a focus on youth, to more actively and positively engage and participate in local government.
- ▶ Consider initiatives to increase voter engagement and turnout in local elections.
- ▶ Review the governance and structure of Town Council to encourage more people to run for elected office and encourage greater diversity in all of its forms on Council.

HOW WE WILL IMPLEMENT THE PLAN

The 2024-2028 Community Based Strategic Plan will serve as the Town's compass in the years ahead. At the same time, many of our strategic goals will stretch beyond the horizon of the CBSP and require sustained attention, effort, and investment over time. Our focus for the next four years is to move the dial forward and foster progress through the actions that we have identified.

To put this plan into action and remain accountable and transparent to our community, we will:

- ▶ **Create an annual implementation plan:** For every year of the CBSP, we will bring forward recommended projects and initiatives that will help us advance our strategic actions and goals through the Town's annual Operational Plan. We will also bring forward requests, as needed, for the necessary resources to implement these initiatives for Council's consideration as part of the annual budget process.
- ▶ **Monitor and report on our progress:** We are committed to continuing to enhance how we measure and assess our performance and impact on the community, including with regard to the United Nations' Sustainable Development Goals and its key targets and indicators. We will bring forward an annual report to Council that will summarize our progress against the CBSP, which will enable us to create a baseline and improve what and how we measure over time.
- ▶ **Celebrate and communicate our successes:** We will share our achievements and the progress we make on our goals with our residents, partners, and stakeholders. In line with our priority to continue to foster a healthy democracy, we will continue to actively and transparently communicate and engage with our community members, so they understand what the Town is doing and how we are working responsibly and in the public interest to best meet their wants and needs.

THE STRATEGIC PLANNING PROCESS

In October 2023, the Town of Collingwood embarked on the creation of a new multi-year Community Based Strategic Plan. True to its name, community consultation and feedback from residents, businesses, and Town Council and staff was front and center in this process.

Over the course of six months, we engaged with hundreds of individuals and groups through multiple channels to gather input on their priorities for the future of Collingwood:



1:1 Interviews

Conducted 24 interviews with Steering Committee members, members of Council, and Town Department Heads.



Pop-Ups

Facilitated 6 community pop-ups at various Town locations and events and directly engaged 250+ residents.



Focused Discussions

Presented to 9 Town Committees, Boards, Task Forces. Facilitated 2 community-focused sessions – with community partners / agencies and sports and arts groups.



Surveys

Disseminated a staff survey (90 responses) and Forum Research facilitated a Market Research Survey (400 phone responses, 481 online responses).

To guide and support the strategic planning process, the Town was fortunate to work closely with a panel of local representatives and experts on the Strategic Plan Steering Committee.

In parallel with the consultation process, we also completed a detailed [Findings Report](#) and SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis that reviewed the Town's internal and external environment and key trends and issues at a local, regional, and global level that should be considered as Collingwood plans for the future and the community it aspires to be.

Insights drawn from the research and consultation served as the foundation for the creation of the 2024-2028 CBSP, including the pillars, goals, and actions within the plan. The next section articulates some of these key findings and themes.

WHAT WE LEARNED

Collingwood is growing and contending with the opportunities and challenges that accompany growth

While the Official Plan sets out the overall vision for future growth, the Town is also at an important juncture in defining what the community will look like in the years ahead, with several exciting projects on the horizon that have the potential to transform Collingwood, including the redevelopment of Terminals Point and the Poplar Health and Wellness Village.

At the same time, the Town must ensure that it is making the appropriate investments in infrastructure and services – such as transit and active transportation, water and wastewater infrastructure, community facilities and spaces, among others – to support this growth and enable Collingwood's continued success as a community. This also means prioritizing and focusing on what is needed to foster an integrated, complete, and people-centric community, leveraging the Town's existing strengths and assets while also holding true to those elements and characteristics that make the Collingwood lifestyle so special.

Housing is an essential component of a truly livable community and, like many other municipalities, is a top concern in Collingwood and among residents. The Town has made considerable efforts to address the availability and affordability of housing in Collingwood through its approved Affordable Housing Master Plan, but there is also more work ahead to try to meet the full range of housing needs in the community, including continued collaboration with the County, other levels of government, and community and non-profit agencies.

A caring, dedicated, and engaged community is at the core of Collingwood

People are what make Collingwood great. The Town is home to a multi-generational and actively engaged community full of residents with an array of educational and professional backgrounds eager to provide their time, expertise, and passion to support the Town. There is a strong sense of civic pride, and people care deeply about each other and the wider community.

But the community is also evolving in step with growth. As Collingwood becomes more diverse and demographics shift over time, it will be important that the Town continue to prioritize inclusivity and belonging by providing services and spaces that are welcoming of all people, regardless of their gender, sex, age, ethnicity, ability, and income level. This includes a focus on enhancing the ability to attract, engage, and retain younger generations of people to help lead the future of the Collingwood.

Celebrating and encouraging healthy and active living and community well-being

Collingwood has a lot to offer. Its natural surroundings in South Georgian Bay – including the Niagara Escarpment, lake, woodlands, trails, and greenspaces – are essential to quality of life, and the Town delivers a range of programming and amenities to capitalize on these assets and help residents and visitors explore and stay active. Opportunities for social connection – through events, festivals, public spaces, arts, and culture – are also key to the healthy lifestyle on offer in Collingwood.

But there is also significant work and investment required in the years ahead to continue to support a community where everyone is healthy, safe, and happy. Key community assets will need to be scaled up to meet the demands of growth, including the need for a new hospital, enhanced active transportation infrastructure, new or expanded schools, a new recreational facility, and an arts centre.

Further, like many other Ontario municipalities, community needs in Collingwood are changing and becoming more acute, with a rise in visible homelessness, poverty, and mental health and addiction challenges. While these issues are not squarely within the jurisdiction of municipalities to address, as the order of government closest to the people, the Town still has a crucial role to play in helping advocate for improved funding and supports for vulnerable community members.

A strong, diversified, and prosperous economy

Collingwood is a place where people can live and work – approximately two-thirds of residents also work in Town. Although tourism remains a critical industry, Collingwood boasts strong manufacturing, healthcare, professional services, and 'green' sectors, with the knowledge-based economy also expected to see considerable growth. Collingwood's network of local businesses and entrepreneurs is also a success story, thanks to ongoing supports and services provided by the Town and its partners.

But critical to a resilient and robust local economy are workers. As elsewhere in Ontario, employers in many sectors in Collingwood are struggling to fill vacancies and attract the talent and people they need. Enhancing local and regional workforce development will require an integrated approach that addresses the interrelated challenges impacting or exacerbating the labour shortage, such as housing availability and affordability, transit, and the availability of local education and training programs.

Building on the success of the downtown and waterfront...with big plans ahead

As a busy commercial centre and place where the community can come together, Collingwood's downtown is a critical feature of its identity and character. The forthcoming Downtown Visioning Master Plan will establish a long-term vision to ensure the downtown remains a vital artery in Collingwood, including opportunities to leverage its unique historic buildings and overall feel, support and grow diverse local businesses, and enhance placemaking and public realm.

The future of the downtown also includes better connectivity with the Town's world-class waterfront, which continues to undergo transformation into a more accessible and lively place to visit. Revitalization of the iconic Terminals Point will further position the waterfront as a major destination for residents and visitors alike.

Working towards a more sustainable future

Residents and the Town have demonstrated a deep commitment to championing sustainability and all its social, economic, cultural, and environmental facets. A key area of interest is aligning the Town's activities and goals with the United Nations' Sustainable Development Goals (SDG), and notably SDG 11: Sustainable Cities and Communities, which strives to advance the role of small cities and towns as drivers of local, regional, and national sustainability. As part of this effort, the Town is working to do its part and reduce emissions from its own fleet, infrastructure, and services. But there is also more to do to support the wider community in adopting more

sustainable ways of living and ensuring that the Town is ready to adapt and mitigate against the impacts of climate change and more extreme weather events.

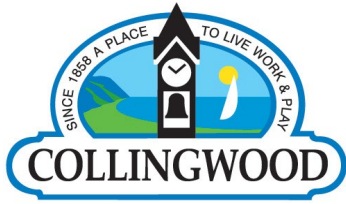
A Town government focused on acting in the best interests of the community

Council and staff are dedicated to acting with transparency, accountability, respect, and integrity as they work collaboratively to serve the community. As the Town looks forward, it will be important to continue to invest in the people, tools, and technologies needed to meet shifting resident expectations and the pressures on services and infrastructure associated with growth.

At the same time, the Town must also serve as the voice and champion of the community in those areas that reach beyond the jurisdiction and control of municipal government, such as healthcare, education, and social services. This means convening and advocating other governments and partners at the local, regional, provincial, and national levels to identify opportunities to better collaborate to deliver on community priorities and shared goals.

APPENDIX A – Steering Committee Members

Mayor Yvonne Hamlin
Deputy Mayor Tim Fryer
Councillor Kathy Jeffery
Councillor Christopher Potts
Tim Cormick, BIA Representative
Susan Nicolson, Ex-Officio
Rosalyn Morrison, Ex-Officio
Larry Law, Community Member
Mark Palmer, Community Member
Dave Ohrling, Community Member
Sonya Skinner, Staff Member
Sara Almas, Staff Member
Shelby Verkindt, Staff Member
Christa Carter, Staff Member



Staff Report CAO2024-05

Committee 2024-07-22

Council 2024-07-29

Amendments ☐

Submitted To: Committee of the Whole | Council
Submitted By: Sonya Skinner, Chief Administrative Officer
Prepared By: Shelby Verkindt, Executive Assistant
Subject: Operational Plan 2024-Q2 Status Update

Recommendation

THAT Staff Report CAO2024-05, Operational Plan 2024-Q2 Status Update, be received for information.

Amendments

None.

1. Executive Summary

In March 2021, staff introduced an updated approach for operational planning to enhance collaborative intentions, cross-department supports and focus on the Town's overall priorities. The Operational Plan serves as a progressive tool, offering transparency to Council and the community on intentions and achievement.

The Operational Plan demonstrates that Council's Resolutions are being actioned, while maintaining the independence of staff to determine how to deliver key work within the priorities set and resources provided. Staff will endeavour to provide quarterly progress reports to Council unless directed otherwise.

While this report shows project-based work that meets triggers for reporting, it does not quantify that work nor show the resources committed to ongoing service delivery. Staff

leadership assess that staff are at or over capacity for the work that can be completed in 2024.

2. Analysis

The overarching objective is to fulfill Collingwood's Strategic Vision, balancing strategic projects and ongoing programs and services governed by Council.

PEOPLE THRIVE HERE - LIVE MORE NOW



Collingwood offers residents and visitors a healthy lifestyle of activities in beautiful and safe settings, including an active transportation network, an inclusive multi-generational artful community with strong civic pride, an animated waterfront and boating facilities, and is a hub of successful entrepreneurs and businesses offering rewarding jobs.

Leading-edge staff support Council and community decisions that are progressive, accountable and sustainable, protecting and leveraging Collingwood's core strengths: a vibrant downtown and community, a healthy natural environment attractive in all seasons, an extensive waterfront interconnected with the town, and our strong cultural and built heritage.



In delivering our Vision, we have:

- Strategic projects or work that drive specific transformational changes toward our Vision (this work is our Strategic Plan), and
- Delivery of the Town's ongoing Programs and their component Services (including operations and projects) as governed by Council. The Deloitte assignment (2021) outlined the Town's Programs and drafted a list of Services and potential improvements.

The Operational Plan is not a complete description of the work completed by Town staff, and it is important to note that the large majority of the Town's Programs and Services

is not included, as it is core and ongoing work (such as processing planning applications or maintaining streets).

Included in the Operational Plan is anything meeting one or more of these criteria:

- Is a Council Resolution with action required by staff,
- Has significant mention in the Budget (including all capital projects),
- Will need to go to Council for a decision, and/or
- Is a Project (i.e. has a start and end date) and as a rule of thumb takes roughly over 3 person-weeks of time

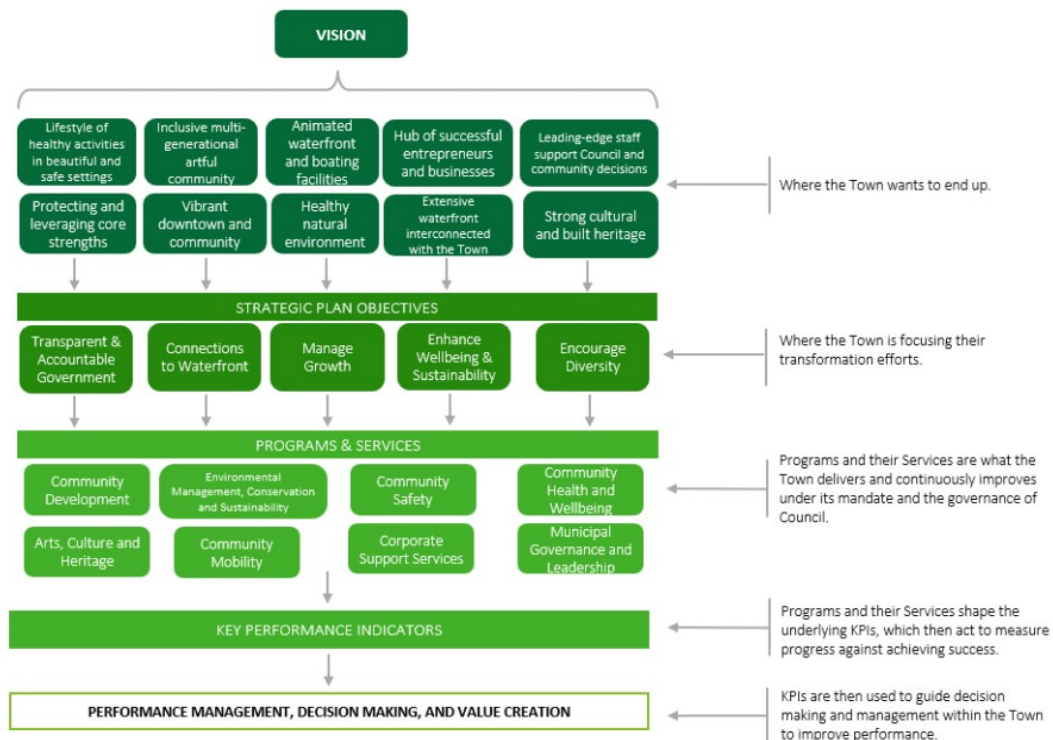
Out of Scope for the Operational Plan:

- Routine service delivery items
- Ongoing delivery of Programs and Services

The following diagram shows the strategic framework that identifies how the Town moves from budget approval, preparing the operational plan in alignment with the approved budget, individual work plans, to delivering Programs and Services, and to delivering strategic transformation projects in order to achieve our community-based vision:



This larger strategic framework and refining the operational planning approach and implementation are part of a larger work in progress. The [Town's Service Delivery Review](#) completed by Deloitte in 2021 also shows how Council governs a full set of Programs and Services, with some (not all) being targeted for transformation through achievement of the goals in the Strategic Plan. Work is continuing through 2024 to further define our programs and services and Council's governance of them. This will enhance the Town's operational planning to enable more holistic consideration of both ongoing work and in-year projects.



2024 – Q2 Progress Report:

The Operational Plan is **not** a complete description of the work completed by Town staff. Staff are also engaged in delivering the Town's ongoing Programs and Services, under the governance of Council. Below is a high-level summary of items that have been completed in Q2:

- Water Treatment Plan – DC By-Law
- WWTP Digester #2 Roof and Mixing System Replacement – Design & Tender
- Terminals Point Project – Development of Binding Agreements
- Review of Delegation of Authority
- By-Law Services Review
- Collective Agreement Negotiations – IBEW-WW
- GHG Reduction Pathway Feasibility Study
- 3rd Party Survey – Market Research Survey to Shape the Strategic Plan and Downtown Master Plan
- Recruitment Enhancement Attraction Methodologies

The timeframe for projects near completion has been adjusted. Additionally, projects have been reprioritized due to unavoidable delays due to staffing changes, timing constraints, and additional ad-hock projects added to existing workloads.

Staff are driving towards success and good outcomes for the community with the existing resources. Staff will continue to monitor and adjust the Operational Plan on a regular basis. As noted above routine service delivery items and ongoing delivery of Programs and Services are not included in the Operational Plan. Items in the queue for Q3 and Q4 of 2024 are shown in Appendix B.

Council Resolution items that are anticipated to be completed beyond 2024 are shown in Appendix C. These items include those initiated due to Council Resolutions, forecasted budget, or as a result of Master Plans, Strategic Plans and Studies. The status of items will continue to update from quarter to quarter, with overall maintenance of the plan continuing throughout the year.

Staff continue strong performance in the delivery of the operational plan. However, Senior Leadership and Council must continue to be cognizant of, and mitigate, the negative impacts on staff morale, overall wellbeing and retention that result from significant workload pressures.

Status of Key Council Goals:

Most of the operational items listed are under the care and control of staff, however there are several key items that are strategic enough for Council to take a direct interest and to hold the CAO and others accountable to deliver. The status of these key items are outlined below:

Goals	Outcomes/Measures	Status
1. Council is well informed, including awareness of projects, issues and risks	<p>Operational update emails to Members of Council (generally on a weekly basis, and more frequent should specific issues arise)</p> <p>Operational Plan and quarterly Updates provided publicly and located in Council portal for easy reference.</p> <p>State of the Corporation Quarterly Updates (In Camera and/or public as appropriate)</p>	<p>Operational update emails sent frequently and Departmental Updates provided regularly at Council meetings.</p> <p>Operational Plan Updates continue to be provided quarterly along with State of the Corporation updates.</p>
2. Water Treatment Plant	<p>Advise council on award or deferral options</p> <p>Deliver Capital Project, if awarded, or kick off alternative next step</p> <p>Deliver study on interim capacity and plant rehabilitation options</p>	<p>Council awarded WTP Tender on April 15, 2024</p> <p>Celebration of Water, ground breaking event: June 19, 2024</p> <p>WTP construction began in June 2024</p> <p>Staff have received the draft interim capacity report and will be meeting in early August to review the findings and talk through the options.</p> <p>https://engage.collingwood.ca/wtp</p>
3. Grain Terminals Revitalization Moves Forward – Terminals Point Project	<p>Enable project to continue per plan, while protecting the municipality's interests and seeking wins for the community</p> <p>Finalize the Definitive Agreements (binding agreements)</p>	<p>Currently in Due Diligence period. The next steps in the process include active community education, engagement, and consultation which will help inform the design and establish a final concept for the lands.</p>

Goals	Outcomes/Measures	Status
	Public Consultation	Staff Report CCS 2024–05 Terminals Point Definitive Documents https://engage.collingwood.ca/collingwood-grain-terminals
4. Master Mobility and Transportation Plan	Support delivery of Master Mobility and Transportation Plan, including robust community engagement	Community and stakeholder engagement complete. Consultant working through analysis. https://engage.collingwood.ca/mmtip
5. Strategic Plan Renewal & Downtown Visioning Master Plan	Enable robust community, Council and staff consultations Support delivery of Market Research Survey / statistically significant Support delivery of 2024-2027 Strategic Plan Support delivery of Downtown Visioning Master Plan	Market Research Survey / statistically significant - completed May 2024. Strategic Plan in-progress anticipated final deliverables July 2024. Downtown Visioning Master Plan in-progress final deliverables anticipated September 2024. https://engage.collingwood.ca/strategic-plan
6. Collingwood Arts Centre Next Steps – Phase 3	Deliver planned portions of Collingwood Arts Centre Next Steps – Phase 3	Phase 3 Collingwood Arts Centre Feasibility Study - Staff Report July 8, 2024
7. By-Law Services Review	Complete By-Law Services Review for Council's review and direction	C2024-02 By-law Service Review Amended - completed April 2024.

Goals	Outcomes/Measures	Status
8. Strategic Financial Plan	Reset the Town's financial baseline with a Strategic Financial Plan, including longer term financial needs (operational, assets and expansion), investments, debt and review of surplus and investment income policies.	Non-core Asset Management Plan to be presented in July 2024. Development of Strat Plan is in process and is expected to be presented in the Fall of 2024 over a series of meetings.
9. Performance and Accountability	Set clear performance plans and expectations for all direct reports. Holding individuals and departments accountable for achieving results and addressing performance gaps as needed.	Regular one to one check-in meetings with each direct report. Quarterly check-in meetings with Department Heads/Managers' to review operational items, continuous improvements and organizational goals. Communicate clearly with direct reports about their performance and goals.

Financial Impacts

Staff invest time in regularly reviewing and updating the Operational Plan, as well as allocating resources to incorporate new operational items as directed by Council Resolutions throughout the year. While this process does require staff dedication, the resulting benefits far outweigh the time investment. The Town gains a reliable and up-to-date tool that ensures ongoing accountability and transparency, aligning with the approved annual budget and any subsequent Council Resolutions adjusting funding and priorities.

This report does not recommend changes in Council's decisions and direction related to these projects, and thus does not trigger financial impacts.

Conclusion

The Operational Plan shows Council that the Council approved budget and Council's Resolutions are being responsibly managed while maintaining the independence of staff in the delivery of key work within the priorities and resources provided. Staff will endeavour to report quarterly progress reports to Council and the community, transparently demonstrating how the community's resources are being used for its overall betterment toward the Community-based Strategic Plan Vision and Council's Priorities.

3. Input from Other Sources

The Operational Plan is a living document, subject to continuous updates and reviews by managers and specialists throughout the organization.

The Department Head Team reviewed the staff report and the Operational Plan on July 16, 2024.

4. Applicable Policy or Legislation

Municipal Act, 2001

Collingwood Code of Conduct, which includes that “Under CAO, staff serve Council as a whole, and the combined interests of all members through the decisions of Council” and “Provide advice based on political neutrality and objectivity without undue influence.”

Collingwood Council-Staff Relations Policy, which includes that Council Members “Shall refrain from engaging in or interfering with staff carriage of administrative matters, including all Routine and Non-routine matters” and “Are strongly discouraged from interfering in matters such as inspection and enforcement – e.g. Building, Fire.”

5. Considerations

- ☐ Community Based Strategic Plan: Progresses towards achieving CBSP Goal
- ☐ Services adjusted if any
- ☐ Climate Change / Sustainability: Not Applicable
- ☐ Communication / Engagement: Not Applicable
- ☐ Accessibility / Equity, Diversity, Inclusion: Not Applicable
- ☐ Registered Lobbyist(s) relating to content: Not Applicable

Next steps and future action required following endorsement:

Staff will continue to report quarterly progress reports to Council and the community and continue to update the Operational Plan as new items arise.

6. Appendices and Other Resources

Appendix A: [Q2-2024 Status Update](#)

Appendix B: [Q3 + Q4 2024](#)

Appendix C: [2025 and beyond to date](#)

7. Approval

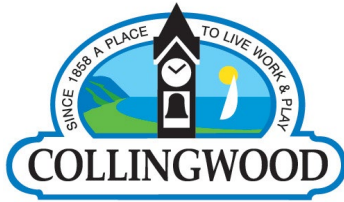
Prepared By:

Shelby Verkindt, Executive Assistant

Reviewed By:

Sonya Skinner, Chief Administrative Officer

CAO Comments: Endorsed on July 17, 2024 to proceed to COW



Staff Report P2024-21

Committee 2024-07-22

Council 2024-07-29

Amendments ☐

Submitted To: Committee of the Whole | Council

Submitted By: Summer Valentine, Director of Planning, Building and Economic Development

Prepared By: Summer Valentine, Director of Planning, Building and Economic Development
Nathan Wukasch, Senior Planner

Subject: Adopted 2023 Town of Collingwood Official Plan – Proposed Modifications

Recommendation

THAT Report P2024-21 “Adopted 2023 Town of Collingwood Official Plan – Proposed Modifications” dated July 22, 2024, be received;

AND THAT the County of Simcoe be advised that Council endorses the proposed modifications to the adopted 2023 Town of Collingwood Official Plan and outlined in Report P2024-21.

Amendments

None.

1. Executive Summary

After an extensive multi-year and consultative process, the new 2023 Town of Collingwood Official Plan (“new OP”) was adopted by Council in late 2023 and forwarded to the County of Simcoe for consideration of approval. Through the County’s review, additional engagement with commenting agencies and stakeholders, and input from County and Town staff, a series of modifications are proposed prior to advancing the document to County Council for approval. These modifications are required largely

to maintain consistency and conformity with evolving Provincial and upper-tier planning instruments, to provide additional clarity to the proposed policies or schedules, to address feedback received by the County, to further support housing affordability, and to align the new OP with updated information received after adoption. Staff have reviewed the proposed modifications and recommend that they be endorsed by Council to facilitate approval of the new OP at the County level.

2. Analysis

Background

The new OP was adopted by Council on December 11, 2023. Comprehensive background on the Official Plan Review project, including the stages prior to adoption, community, stakeholder and Indigenous feedback, key changes to the policy approach, and a full planning analysis can be found in [Report P2023-32](#).

Under the *Planning Act*, the approval authority for new official plans or official plan amendments of lower tier municipalities in our geography is the County of Simcoe. It is noted that planning authority is intended to be removed from several upper tier municipalities, including the County of Simcoe, by proclamation of the Government of Ontario in 2024 to align with the legislative amendments from *Bill 23: More Homes Built Faster Act*. However, this transition to Provincial approval of official plan documents has not yet occurred and staff have continued to work with the County post adoption. In accordance with the *Planning Act*, the approval authority has 120 days to render a decision on the new OP. However, in reality, the timelines tend to be longer to drive toward support for and refinement of a final product.

As part of the County's review of the new OP, their staff will confirm consistency and conformity with the relevant land use planning instruments, account for outstanding comments from stakeholders or agencies, and take into consideration any requests by the local municipality to further modify the policies or schedules to improve clarity or address any post-adoption issues. The review of the new OP is also impacted by the ever-evolving legislative, regulatory and policy context at the Provincial level, adding complexity and requiring additional time to ensure alignment. Most notably, the

modifications proposed incorporate direction from the draft 2024 Provincial Planning Statement and *Bill 185: Cutting Red Tape to Build More Homes Act*, which received Royal Assent on June 6, 2024. If the Province has not yet enacted the draft 2024 PPS and repealed of the Growth Plan at the time of County approval of the Town's Official Plan, the County may need to apply 'non-decisions' to certain policies to maintain conformity to the in-force Provincial policy and regulatory framework.

Through Resolution RES-446-2023, passed by Council on December 11, 2023, it was requested that any proposed major modifications to the new OP be presented in a public forum for endorsement to provide an opportunity for public input and to support transparent decisions:

“**AND THAT** the Town requests that any significant modifications to the new Official Plan that are considered necessary by the County of Simcoe or requested by the Town be presented to Council in an open public session for endorsement prior to approval of the new Official Plan;”

The balance of this Report focuses on the recommended modifications to the new OP.

Analysis

While a tracked-change version of the new OP dated July 10, 2024, inclusive of the proposed modifications, is included as a Resource 1 to this Report for illustrative purposes, the following sections summarize the significant modifications proposed. Grammatic, numerical, spelling, or other minor modifications for clarification or ease of interpretation are not listed below.

Textual Modifications

Policy Section Reference	Proposed Modifications	Origin	Rationale
3.2 d)	Re-instating definitions of affordable and attainable housing	Province of Ontario	Provincial policy and regulatory changes through <i>Bill 185</i> and Proposed Provincial

			Planning Statement (PPS 2024)
4.3 h) 5.4.3	Updating Poplar Regional Health and Wellness Village MZO policies	Applicant	Negotiated modifications to MZO-related policies to support the vision
3.2b) d) h) 3.5h) 4.3c)-f) h)-j), p) 5.1.3.e)-f) 6.2.1a)-b) 6.2.6a)-b) 7.1.5.1i) 7.1.12	Addressing new PPS- and Bill 185-related policy changes including: <ul style="list-style-type: none"> • planning for student-housing • harmonization of additional residential unit policies • supporting redevelopment of underutilized commercial and institutional sites where appropriate • clarifying criteria for conversions of employment areas • mitigation of conflicts between major employment, transportation, waste management and energy facilities and sensitive uses • supporting gentle density • confirming the ability to address servicing capacity allocation/re-allocation and phasing • planning for energy supply and storage • alignment of growth and infrastructure planning • clarifying stormwater management infrastructure requirements • updating lapsing policies applicable to planning approvals 	Province of Ontario	<i>Bill 185</i> and PPS 2024 Changes

	<ul style="list-style-type: none"> removal of mandatory pre-consultation and adjustment to complete application requirements 		
5.1.8.4	Setting the stage to facilitate additional Residential Units (ARU) and gentle density in existing and greenfield residential neighbourhoods	Town of Collingwood	Simplify ARU policies and permit gentle density in residential areas (up to four dwelling units per residential property), to support the Quick Wins Zoning By-law Amendment for Affordable Housing
5.1.8.8	Updating short-term accommodation policies	Town of Collingwood	Alignment with Town's short-term accommodation licensing program and implementing zoning by-law amendment
5.4.5a)ii. & iv.	Adding prohibition for development within 30 metres of the perimeter of the fill area of a waste management site.	Town of Collingwood	Alignment with the Province's D4 Guidelines for 'Land Use on or Near Landfills and Dumps'
5.6.3.4	Refining natural hazard policies for watercourses in one-zone concept	Nottawasaga Valley Conservation Authority (NVCA)	Clarification that Conservation Authorities should be consulted for natural hazard limits
5.7.2.5	Adding Area 30 – Area Specific policies approved by OPA No. 48 (560 & 580 Sixth Street)	Applicant	Approved OPA No. 48, administrative exercise to incorporate into the new OP
6.1.1a) 6.1.3a) 6.1.4c) 6.1.9.2e)	Acknowledging planning for potential improvements and a new Provincial Highway corridor, new Appendix IV showing a conceptual by-pass, and other transportation-related comments received from MTO	Ministry of Transportation of Ontario (MTO)	Province has completed Highway 26 Needs Assessment Study (2015) that identifies the potential for Provincial roadway improvement and a new Provincial Highway corridor, that is subject to future planning

			and environmental assessment
1.2a) & c) 5.2.5.3f)	Add reference to County of Simcoe interests in addition to implementation of County of Simcoe Official Plan	County of Simcoe	Recognizes the broad County interests in the future where the County's planning authority has been removed by the Province
3.2c) 3.2h)v. 3.2j)x.	Minor enhancements to housing policies	County of Simcoe	Collaboration and leveraging the County of Simcoe Housing Attainable Supply Action Plan, and other relevant housing policy documents
3.7b) 5.6.3.1c)6. 2.6d) 6.2.1b)	Minor enhancement to Climate Change policies	County of Simcoe	Alignment with the recommendations of the County of Simcoe Community Climate Change Strategy for local Official Plan policies
5.1.8.12b)	Ensure schools are specifically listed as public service facilities	County of Simcoe	Provide clarity to public service facility policies

Mapping Modifications

Schedule/ Appendices References	Proposed Modifications	Origin	Rationale
Sch 1, 2, 3	10 Vacation Drive (Wyldeewood Creek/Georgian Bay Hotel) –adding lands to Natural Heritage System and Mixed-use Corridor II designations	Landowner	Approved OPA No. 46, supported by technical studies, administrative exercise to incorporate into the new OP
Sch 1, 2	401 Raglan Street (Surplus lands to All Saints Anglican Church Cemetery) – correcting	Landowner	Mapping refinement to be consistent with adopted OP through December 2023 Council decision

	mapping in adopted OP (Open Space to Employment Land Use designation)		
Sch 1, 2, 3	29 Forest Drive (Parsons) – removing lands from Natural Heritage System and placing in Rural Residential designation	Landowner	Supported by land use planning rationale, located in existing registered plan of subdivision
Sch 1, 2, 3	85 Toner Street (Maffei) – removing lands from Natural Heritage System and placing in Rural designation	Landowner	Supported by technical studies and peer reviews (EIS and Natural Hazards Assessment)
Sch 1, 2, 7	560 & 580 Sixth Street (2579283 Ontario Inc. & 2288035 Ontario Inc.) – adding parkland to Parkland and Open Space designation and Area 30 – Area Specific policies	Landowner	Approved OPA No. 48, administrative exercise to incorporate into the new OP
Schedule 3.1	Amending Note 1 to state that floodplain and shoreline hazards are generally represented on the Schedule and to consult with the appropriate Conservation Authority for more detail	NVCA	Clarification that Conservation Authorities should be consulted for natural hazard limits
Schedule 1	Add 'Delineated Built Boundary (MPIR 2006)' line to Schedule 1	County of Simcoe	Conformity with the policies of the Growth Plan, which remains in effect until the Province repeals it upon enactment of the new PPS
New Appendix IV	Include mapping of potential Highway 26 expansion corridor locations	MTO	MTO Highway 26 Needs Assessment Study (2015), subject to further planning and

			environmental assessment to confirm the preferred route
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Non-Decision

Policy Section/Schedule References	Proposed Modifications	Origin	Rationale
Policy 5.4.4.3 b) (in-part) and Schedule 4 (in-part)	Non-Decision for Waste Management (D4) Assessment Area policies and mapping for inactive local municipal and private waste management sites only	Town of Collingwood and County of Simcoe	Waste Management (D4) Assessment Areas apply to the existing County owned active waste disposal site and inactive incinerator site. There are no D4 Assessment Areas applied to five inactive local and private waste management sites. The standard D4 assessment area is 500 meters, which would encumber significant areas of the Town for development and redevelopment. In order to reduce or eliminate assessment areas, additional technical investigation is required, in collaboration with the Ministry of Environment, Parks, and Conservation (MECP)

A number of site-specific redesignation requests were also received by the County. Many of those had been previously evaluated by the Town through the Official Plan Review project as either Major Redesignations that require separate official plan

amendments or additional supporting materials to justify the requested changes. Any site-specific amendments that were deemed appropriate to be recommended by staff are noted in the table above.

Planning Analysis

The proposed modifications outlined in this Report and the Resources thereto do not alter the conclusions of the Planning Analysis in [Report 2023-32](#) that was advanced at the time of adoption of the new OP. The new OP, as modified, would continue to conform to or be consistent with the following:

- *Planning Act*, 1990 as amended
- Provincial Policy Statement (2020)
- Proposed Provincial Planning Statement (2024)
- A Place to Grow: Growth Plan for the Greater Golden Horseshoe (2020 Consolidation)
- County of Simcoe Official Plan (2023 Office Consolidation)

While staff have made best efforts to incorporate existing or proposed Provincial legislative, regulatory and policy refinements, uncertainty remains around how that context will continue to change in the near to mid-term. As an example, if the Province has not enacted the draft 2024 PPS before the County approves the Town's Official Plan, there are numerous policies, most notably Employment Area Conversions, that the County may place in a 'non-decision' category at the time of approval to maintain conformity with the in-force Provincial policy and regulatory framework.

Further, as referenced in [Report 2023-32](#), there are a series of evolving conversations that were not fully resolved through the Official Plan Review project. To those ends, the new OP is intended to be a living document and further amendments are anticipated over time.

Options and Next Steps

The above noted proposed major modifications and those minor edits as illustrated in Resource 1 have been thoroughly reviewed and are supported as good planning by Town and County staff. Nonetheless, it is within Council's purview to revise the

proposed modifications or suggest additional revisions to the adopted OP for consideration by the County. Though Council may do so, ultimately, the County has the sole authority to:

- (a) approve, modify and approve as modified or refuse to approve a plan; or
- (b) approve, modify and approve as modified or refuse to approve part or parts of the plan.

At the time of writing this Report, scoped rights exist for the Minister, Town, certain agencies, and registered landowners to which the plan applies (provided they have made oral or written submissions to Council prior to adoption) to appeal the decision of the County but those stakeholders may not globally appeal the entirety of the new OP, if approved. *Bill 185: Cutting Red Tape to Build More Homes Act* eliminated third party appeals to new official plans and those changes to the *Planning Act* are now in force and effect. Given the appeal rights that currently exist, staff would recommend that should Council wish to further modify the new OP, additional time be afforded to both the Town and County professional land use planners to evaluate and opine on the will of Council prior to formal endorsement, unless the matter is quite straightforward to the extent that an opinion could be rendered during the Committee of the Whole or Council meetings.

Once a set of modifications is endorsed by Council, the County of Simcoe staff would complete their review of the new OP and advance a final version to County Council for consideration of approval. The anticipated timeline for these actions would be early fall of 2024. As noted above, though unusual, there may be rationale for County Council to only approve parts of the new OP. Should this occur, Town staff would report back to Council on transition provisions, challenges, and steps needed to move toward full approval of the new OP. Further, should one or more appeals be received to the decision of the County, staff would provide public updates to the extent possible and circulate an in-camera report(s) to Council seeking direction.

Financial Impacts

Other than staff time, there are no direct financial impacts of this Report. However, financial outcomes related to future appeals of the new OP should be considered. Though global appeals to the approval of the new OP are not permitted under the *Planning Act*, site or policy-specific appeals are possible to the decision of the County of Simcoe. Should appeals be launched, it is expected that Town staff, consultants and legal representatives would have a significant role, impacting both human resources for other projects and financial expenditures. Funds were included in the approved 2024 Operating Budget for consultant costs related to post-adoption revisions and appeals of the new OP (\$30,000) as well as a general Ontario Land Tribunal legal line item (\$125,000 for all OLT appeals in 2024). However, additional dollars may be required depending on the number and scope of appeals received.

Conclusion

It is the opinion of staff that the new OP, with proposed modifications, would be consistent with and conform to all relevant land use planning instruments and other applicable legislation and responds to an evolving policy and regulatory context across Ontario, has taken into account public and stakeholder feedback, and represents good planning. Accordingly, staff support the proposed modifications and recommend that they be endorsed by Council to facilitate approval of the new OP at the County level.

3. Input from Other Sources

This Report was reviewed by Department Heads on July 16, 2024 and the content response to the input and advice received. [Report 2023-32](#) outlines agency, public, stakeholder and Indigenous comments collected as part of the Official Plan Review project. County and Town staff have incorporated post-adoption feedback into the proposed modifications as appropriate.

4. Applicable Policy or Legislation**Core Legislative and Policy References**

- Planning Act, 1990 and associated/proposed amendments under *Bills 109, 23, 97, and 185*
- Provincial Policy Statement (2020)

- Proposed Provincial Planning Statement (2024)
- Growth Plan for the Greater Golden Horseshoe (2020 Consolidation) – to be repealed by the Province
- Simcoe County Official Plan (2023 Consolidation)

Community Based Strategic Plan (CBSP)

This report represents progress toward the following CBSP goals, objectives and actions:

Goal: Transparent and Accountable Local Government

Objective(s): Enhance Public Trust Strategic Action(s): Continue public communication and engagement on Town activities; and Proactively engage the public on town decisions, using Engage Collingwood, Coffees with Council and other opportunities.

Goal: Support and Manage Growth and Prosperity

Objective(s): Update our Land Use and Regulatory Framework Strategic Action(s): Deliver Official Plan review; Develop community vision, integrating growth and development as well as landscapes and views into the Collingwood development context; and Enact and pass bylaws or other direction that will provide more certainty to development industry, including the community's development vision.

5. Considerations

<input checked="" type="checkbox"/> Community Based Strategic Plan:	Progresses towards achieving CBSP Goal
<input type="checkbox"/> Services adjusted if any	None
<input checked="" type="checkbox"/> Climate Change / Sustainability:	Positive impact on climate change/sustainability (decreases GHG emissions)
<input checked="" type="checkbox"/> Communication / Engagement:	Public Engagement has occurred
<input checked="" type="checkbox"/> Accessibility / Equity, Diversity, Inclusion:	Consistent with Multi-Year Accessibility Plan

- ☒ Registered Lobbyist(s) relating to content: Some of the residents and stakeholders that participated in the Official Plan
Review may be registered lobbyists

Next steps and future action required following endorsement:

See the “Options and Next Steps” Section of this Report.

6. Appendices and Other Resources

Resource 1: [Tracked-Change Version of Modified Official Plan, dated July 10, 2024](#)

7. Approval

Prepared By:

Summer Valentine, Director of Planning, Building and Economic Development

Nathan Wukasch, Senior Planner

Reviewed By:

Summer Valentine, Director of Planning, Building and Economic Development

CAO Comments:

Endorsed on July 17, 2024 to proceed to COW



Staff Report P2024-20

Committee 2024-07-22

Council 2024-07-29

Amendments ☐

Submitted To: Committee of the Whole | Council
Submitted By: Summer Valentine, Director, Planning, Building, Economic Development
Prepared By: Justin Teakle, Senior Planner
Subject: Heritage Designation of 362 Peel Street

Recommendation

THAT Report P2024-20 “Heritage Designation of 362 Peel Street” dated July 22, 2024 be received;

AND FURTHER THAT Council enacts and passes the by-law attached as Appendix “A” to Report P2024-20 to designate the property municipally known as 362 Peel Street as a property of “cultural heritage value or interest” under Section 29 of the *Ontario Heritage Act*.

Amendments

None.

1. Executive Summary

The Notice of Intention to Designate for 362 Peel Street was given and the public review period concluded on June 8, 2024 with no objection received. Therefore, in accordance with the direction of Council, staff are recommending that Council pass a designation By-law for 362 Peel Street as outlined in Appendix “A”.

2. Analysis

Background

In April 2023, the owner of 362 Peel Street requested that their property be designated under Part IV of the *Ontario Heritage Act* as the property contains a Georgian style dwelling constructed at 273 Hurontario Street sometime between 1870 and 1875, and moved to the subject property on Peel Street in 1960. The owner's request letter is linked as Resource 1 to this report. 273 Hurontario Street was a former address located on the east side of Hurontario Street, mid block between Fourth Street East and Hume Street, which is presently part of 1 Hume Street also known as the Monaco development (See Figure 1). Subsequent to the owner's request for designation and recommendation of the Heritage Committee, the Town retained Archaeological Research Associates Ltd. (ARA) to evaluate the property as a candidate for designation per the criteria in the *Ontario Heritage Act*. ARA's report is linked as Resource 1 to this report.

On April 22, 2024, Council ratified the following resolution subsequent to receiving [Report P2024-08](#) (RES-177-2024):

THAT Staff Report P2024-08, Heritage Designation of 362 Peel Street, dated April 8, 2024 be received;

AND THAT Council initiates the process to designate 362 Peel Street under Part IV of the Ontario Heritage Act by directing staff to issue a Notice of Intention to Designate;

AND THAT Council directs staff to bring forward for consideration a designation by-law for 362 Peel Street within 120 days of the publication of the Notice of Intention to Designate.

On May 9, 2024, the Town published a Notice of Intention to designate (NOID) in the Collingwood Today online newspaper and also served the NOID to the Ontario Heritage

Trust and the property owner as required by the *Ontario Heritage Act*. The last date to file an objection to the NOID with the Clerk was June 8, 2024.

[Report P2024-08](#) provides the full description of the property, the cultural heritage value of the property, and the details of the designation process.

Recommended Next Steps

Based on the recommendation of Report P2024-08, if no objections were received to the NOID, staff were to bring forward to Council the designation by-law. No objections were submitted and staff are now advancing the designation by-law (See Appendix “A”) in accordance with RES-177-2024.

Should Council pass the designation By-law, the following will occur:

- The owner and the Ontario Heritage Trust will be served with a copy of the signed by-law and notice of passing will be published. There is a 30 day period where anyone could appeal the passage of the by-law to the Ontario Land Tribunal (OLT).
- If there are no appeals within 30 days of passing the by-laws, the by-laws are in force and effect and are registered on title. The properties are added to the Town’s Heritage Register and the Province’s Heritage Register (by the Ontario Heritage Trust).
- Subject to no appeal:
 - Updating the Town’s mapping of heritage properties to include 362 Peel Street as a designated properties.
 - Presenting the owner with a designation plaque and reminding them of the Town’s heritage incentive programs available to a designated property.

Appeals, if any, must set out the reasons for the objection. The OLT may dismiss the appeal, or allow the appeal in whole or in part. The OLT may order that the by-law be repealed or amended in a manner determined by the Tribunal.

Financial Impacts

The Cultural Heritage Evaluation Report cost the Town \$6,925.00 (excluding HST), which was covered from the annually approved consulting budget of the Heritage Committee. Should 362 Peel Street be designated, the owner would become eligible to apply for heritage incentive programs including Heritage Grants and Heritage Property Tax Relief.

Conclusion

Based on the foregoing, and in accordance with the direction of Council, staff are recommending that Council pass a designation By-law for 362 Peel Street as outlined in Appendix "A".

3. Input from Other Sources

This report was reviewed by Department Heads on July 16, 2023 and the content responds to input and advice received.

Input from the Heritage Committee is outlined in detail in [Report P2024-08](#).

4. Applicable Policy or Legislation

- *Ontario Heritage Act*
- Provincial Policy Statement (2020)
- A Place to Grow: Growth Plan for the Greater Golden Horseshoe (2020)
- County of Simcoe Official Plan (2016)
- Town of Collingwood Official Plan (2004)

See Report [P2024-08](#) for details of applicable policy and legislation.

5. Considerations

- | | |
|--|--|
| <input checked="" type="checkbox"/> Community Based Strategic Plan: | Consistent with CBSP |
| <input type="checkbox"/> Services adjusted if any | Not Applicable |
| <input checked="" type="checkbox"/> Climate Change / Sustainability: | Designation helps to ensure the long-term conservation of an existing building. |
| <input checked="" type="checkbox"/> Communication / Engagement: | Notice of Intention to designate was given and Notice of Passing will also be given. |
| <input type="checkbox"/> Accessibility / Equity, Diversity, Inclusion: | Not Applicable |
| <input type="checkbox"/> Registered Lobbyist(s) relating to content: | Not Applicable |

Next steps and future action required following endorsement:

- Publication of Notice of Passing followed by the 30 day appeal period.

6. Appendices and Other Resources

Appendix A: [362 Peel Street Designation By-law](#)

Resource 1: [Cultural Heritage Evaluation Report by ARA Ltd.](#)

Resource 2: [Ontario Heritage Act](#)

7. Approval

Prepared By:

Justin Teakle, MCIP, RPP

Senior Planner

Reviewed By:

Summer Valentine, MCIP RPP

Director, Planning, Building, Economic Development

CAO Comments:

Endorsed on July 17, 2024 to proceed to COW



Staff Report P2024-19

Committee 2024-07-22

Council 2024-07-29

Amendments ☐

Submitted To: Committee of the Whole | Council

Submitted By: Summer Valentine, Director, Planning, Building and Economic Development

Prepared By: Justin Teakle, Senior Planner

Subject: Proposed Zoning By-law Amendment – 58 Saint Paul Street
(Proposed Three-Unit Residential Building)
Town File No. D140123

Recommendation

THAT Report P2024-19, “Proposed Zoning By-law Amendment – 58 Saint Paul Street” dated July 22, 2024 be received;

AND THAT the amending Zoning By-law, attached as Appendix “A” to this Report be enacted and passed.

Amendments

None.

1. Executive Summary

The purpose of this Report is to provide Council with an analysis and recommendations regarding a proposed Zoning By-law Amendment for 58 Saint Paul Street to permit a residential building consisting of a minimum of 3 (three) dwelling units and associated site-specific provisions.

Based on the land-use planning analysis and development review process, Planning Services confirms that the submitted proposal is in conformity to and consistent with the

relevant land use planning instruments and recommends that the Zoning By-law Amendment be enacted and passed.

2. Analysis

Background

The Owner, Blue Sky Capital Corporation, has made application to the Town for a Zoning By-law Amendment to permit a residential building consisting of a minimum of three dwelling units on the subject property. Related site-specific provisions are also proposed to apply to any use of the property, which are outlined in detail below.

Property Description

Per Figure 1, 58 St. Paul Street is located within the Collingwood Downtown Heritage Conservation District, (the District) designated under Part V of the *Ontario Heritage Act*. The property is located on the west side of Saint Paul Street, north of Simcoe Street and across the street from the Collingwood Museum. The lands are approximately 0.05 hectares in area with approximately 15 metres of lot frontage on Saint Paul Street. An existing single detached dwelling is located on the subject property. Surrounding uses include lands zoned Downtown Core Commercial (C1) to the north, south, and west. Lands to the west fronting Ste. Marie Street are being used for commercial uses, while lands to the north and south on Saint Paul Street are being used for legal non-conforming residential dwellings. To the east is the Collingwood Museum, zoned C1 and single detached dwellings on Callary Crescent zoned Third Density Residential (R3).



Figure 1: 2023 aerial image of the subject property. Source: Simcoe County GIS

Previous Related Applications

1) *Heritage Permit for Demolition of Existing Dwelling*

On August 18, 2022, Council conditionally approved a Heritage Permit application to demolish the existing dwelling on the subject property:

RES-324-2022

THAT Council receive the Development and Operations Services Standing Committee Report from its meeting held August 8, 2022, and hereby approve the recommendations contained within the report as presented.

- *P2022-28 Heritage Permit Application: 58 St. Paul Street
Recommendation for Demolition*

- *Recommendation to issue a Heritage Permit to demolish the existing building located at 58 St. Paul Street with Site Plan Control approval being obtained prior to undertaking any demolition.*

Further information on the Heritage Permit for demolition can be found in [Report P2022-28](#). Following the Council decision and associated issuance of the conditional Heritage Permit in accordance with the Council resolution, the province passed Bill 23 (*More Homes Built Faster Act, 2022*), which received Royal Assent on November 28, 2022. As a result of Bill 23, Site Plan Control can no longer be applied to a residential building with 10 or fewer dwelling units. As such, the Town is no longer able to enforce the condition of the Heritage Permit that demolition cannot proceed prior to Site Plan Control approval for the associated three-unit residential proposal. Regardless, in the spirit of the condition, the owner was encouraged by staff to maintain the existing building until such time as Council made a decision on the Zoning By-law Amendment and to date the dwelling has not been demolished. A Demolition Permit would also be required prior to demolition, subject to review by the Building Services division. A separate Heritage Permit application is required prior to construction of the proposed development to ensure compliance with the District Plan.

2) Consent Application for Lot Addition

On May 25, 2023, Committee of Adjustment approved a technical Consent for lot addition (File Number D10423). Per Figure 2, the application approved conveyance of a strip along the northern side of the subject property (58 Saint Paul Street) to the neighbouring property to the north (50 Saint Paul Street). The purpose of this application was to make the lot more regular in shape with the northern lot line square to both the existing dwelling at 50 Saint Paul Street and the proposed building at 58 Saint Paul Street as well as to address an encroachment issue. Previous to approval of the lot addition, the deck on 50 Saint Paul Street crossed the lot line onto 58 Saint Paul Street. For more information on the Consent application please see the [Consent Report](#).

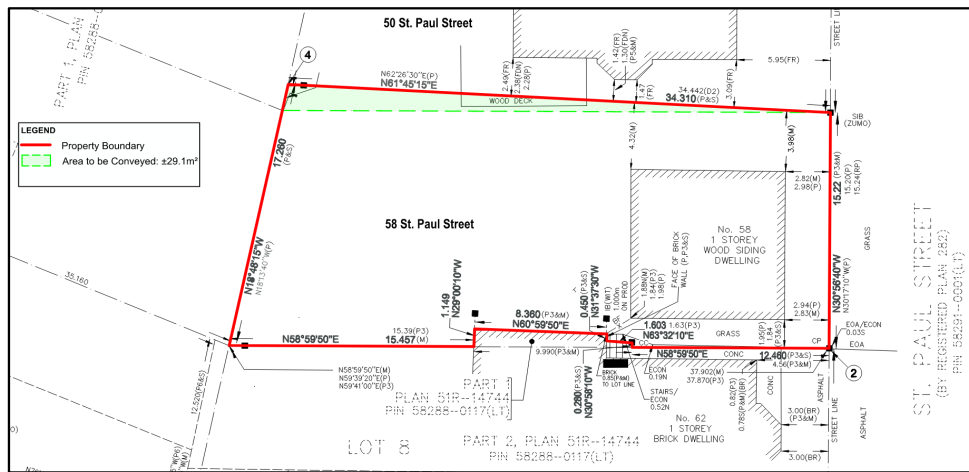


Figure 2: Sketch plan of the Consent. Lands in green approved to be conveyed to 50 Saint Paul Street. Source: MHBC Planning

Proposal

The proposed Zoning By-law Amendment (see Appendix “A”) would create a site-specific Downtown Core Commercial Exception (C1-X) zone to allow for an additional permitted use, specifically a residential building consisting of a minimum of 3 dwelling units.

The effect of the proposed Zoning By-law Amendment is to facilitate a residential building with a minimum of three dwelling units together with associated site-specific provisions. The proposed development in the context of the Saint Paul streetscape is shown in Figure 3.



*Figure 3 Conceptual east (front) elevation of the proposed development in streetscape context.
Source: Gren Weis Architect and Associates*

The proposed exception zone is seeking some site-specific provisions related to the proposal, as outlined below:

Proposed Provision C1-X	Existing Provision (C1)	Rationale
The maximum number of dwelling units shall be 6	Not Applicable	A maximum of 6 dwelling units ensures that the site does not exceed the maximum permitted density in the Official Plan of 120 units per hectare.
A maximum front yard setback for the principle building of 4.0 metres and a minimum front yard setback of 2.5 metres	Nil (No minimum front yard setback). Maximum front yard setback of 3.0 metres.	Recognizes the existing streetscape which has buildings at various front yard setbacks, none of which are Nil (0 metres). Dwelling to the north is

		approximately 6.0 metres and townhouses to the south approximately 3.0 metres). Existing dwelling on-site is setback approximately is 2.8 metres.
Accessory structures be required to be setback behind the front face of the main building	Front yard setback same as required for the main building	Given the proposed front yard setback range, this will ensure that detached accessory structures are beside/behind the front of the main building.
Minimum first floor-to-ceiling height of 2.7 metres for a residential building	Not Applicable	Sets a standard in the spirit of the Council adopted New Official Plan (which sets a minimum ground floor ceiling height of 4.25 metres) while aligning with height of neighbouring buildings for a consistent streetscape.
Minimum building depth of 15.0 metres shall not apply	Minimum building depth of 15.0 metres	Recognizes the residential nature of the proposed building and would allow for a smaller building to be accommodated on the property.

Minimum front yard setback for an unenclosed porch, unenclosed step or set of stairs or an unenclosed deck shall be Nil (0 metres)	Unenclosed porches, decks and steps may be built to the front lot line where the minimum front yard setback is Nil (as it is in the C1 zone)	Since a site-specific front yard setback is proposed, need to clarify that front porches, decks, and steps may still be built to the front lot line if required.
Minimum landscaped open space of 15%	Not Applicable	15% Landscaped Open Space is in alignment with other recent C1 exception zones with residential uses including C1-10 (Harbour House) and C1-11 (Collingwood Quay), allowing for greenspace to be maintained or established in the Downtown Core.
Maximum vehicular entrance width for a residential building of 6.5 metres	Minimum 7.5 metres to a maximum of 15.0 metres	Sets a maximum vehicular entrance width consistent with other residential uses.
All new structures required to be dry flood-proofed using passive flood-proofing measures with minimum opening elevations being at least 0.3 metres above the regulatory flood elevation of 179.97 metres Canadian Geodetic Datum	Not Applicable	The subject property with within the Pretty River Flood-Fringe, regulated by the NVCA. The NVCA has recommended this provision to ensure safe residential dwelling units given the potential natural hazards (flooding). A

		permit from the NVCA will still be required prior to construction.
Non-habitable structures may be wet flood-proofed to the regulatory flood elevation of 179.97 metres Canadian Geodetic Datum, subject to satisfaction of the Conservation Authority that dry flood proofing is not appropriate.	Not Applicable	The subject property with within the Pretty River Flood-Fringe, regulated by the NVCA. The NVCA has recommended this provision to ensure safe accessory structures given the potential natural hazards. A permit from the NVCA will still be required prior to construction.

The proposal would comply with all other provisions of the C1 zone. All commercial uses currently permitted would continue to be permitted in addition to the requested residential dwelling units, enabling conversion of a residential building to commercial in the future and continuing to permit a fully commercial development on the subject property should the residential proposal not proceed to construction. Under the proposed zoning by-law amendment, a mixed use commercial-residential building would also be permitted.

Planning Analysis

The analysis section of this report provides a review of the proposed Zoning By-law Amendment relative to the planning policy framework and regulatory instruments as follows.

Matters of Provincial Interest

The *Planning Act* provides that Council in carrying out their responsibilities under the *Act* shall have regard to matters of provincial interest.

Planning Services is satisfied that the proposed development has regard to the applicable matters of provincial interest and, more specifically, supports the following principles:

- (d) the conservation of features of significant architectural, cultural, historical, archaeological or scientific interest;
- (f) the adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems;
- (h) the orderly development of safe and healthy communities;
- (j) the adequate provision of a full range of housing, including affordable housing;
- (l) the protection of the financial and economic well-being of the Province and its municipalities;
- (o) the protection of public health and safety;
- (p) the appropriate location of growth and development; and
- (q) the promotion of development that is designed to be sustainable, to support public transit and to be oriented to pedestrians.
- (r) the promotion of built form that,
 - (i) is well-designed,
 - (ii) encourages a sense of place, and
 - (iii) provides for public spaces that are of high quality, safe, accessible, attractive and vibrant;
- (s) the mitigation of greenhouse gas emissions and adaptation to a changing climate.

Staff would note that the proposed residential units are not necessarily intended to meet the Town or Province's definition of affordable housing, but would add to the overall housing stock in the Town and include units that tend to be smaller in size and more attainable in price-point.

Provincial Policy Statement (2020)

The *Planning Act* provides that a decision of the Council of a municipality in respect of the exercise of any authority that affects a planning matter shall be consistent with the policy statements issued by the Province and shall conform with the provincial plans that are in effect or, at minimum, shall not conflict with them. The Provincial Policy Statement (PPS) identifies that healthy, liveable and safe communities are sustained (in part) by:

- promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term;
- accommodating an appropriate affordable and market-based range and mix of residential types (i.e. including single-detached, additional residential units, multi-unit housing, affordable housing and housing for older persons) and other uses to meet long-term needs;
- avoiding development and land use patterns which may cause environmental or public health and safety concerns;
- maintaining and, where possible, enhancing the vitality and viability of downtowns and main streets; and
- promoting the integration of land use planning, growth management, transit-supportive development, intensification and infrastructure planning to achieve cost-effective development patterns, optimization of transit investments, and standards to minimize land consumption and servicing costs.

The PPS encourages intensification and compact developments including housing to support liveable and resilient communities. Land use patterns, density, and mix of uses that minimize the length and number of vehicle trips, shorten commutes, and support transit and active transportation should be promoted.

The PPS requires that significant built heritage resources be conserved. The PPS also generally direct development away from areas susceptible to natural hazards such as flooding, but where the two zone concept for flood plains is applied, development and site alteration may be permitted in the flood fringe, subject to appropriate floodproofing to the flooding hazard elevation.

The proposal to permit a residential building with a minimum of three units on the subject property would represent intensification on existing municipal services within a settlement area and would also represent pedestrian-oriented and transit supportive development. The intensification of existing residential uses downtown has a positive economic benefit on downtown commercial uses and vitality as it increases the number of nearby residents to support downtown businesses. Potential impacts to built heritage were peer reviewed and no concerns with the proposed zoning identified. Further, while the development is within a flood fringe, the Nottawasaga Valley Conservation Authority (NVCA) has reviewed the proposal with no objection subject to the inclusion of appropriate flood proofing provisions.

While the proposal is not intended to meet the Town or Province's definition of affordable housing, the proposed development would replace a single residential dwelling unit with three units. This would add to the rental stock of the Town, make more efficient use of serviced land, and bring additional residents to within walking distance of downtown amenities and businesses.

Planning Services is satisfied that the proposed development is consistent with the PPS.

A Place to Grow: Growth Plan for the Greater Golden Horseshoe (August 2020)

The *Planning Act* provides that the Council of a municipality, in exercising any authority that affects a planning matter shall conform to the provincial plans that are in effect, or shall not conflict with them, as the case may be. A Place to Grow builds on the PPS to establish a land use planning framework for the Greater Golden Horseshoe that supports the achievement of complete communities, a thriving economy, a clean and healthy environment, and social equity. Guiding principles of A Place to Grow include, in part:

- supporting the achievement of complete communities that are designed to support healthy and active living and meet people’s needs for daily living throughout an entire lifetime;
- prioritizing intensification and higher densities in strategic growth areas to make efficient use of land and infrastructure and support transit viability; and
- supporting a range and mix of housing options to serve all sizes, incomes, and ages of households.
- Conserve and promote cultural heritage resources to support the social, economic, and cultural well-being of all communities, including First Nations and Métis communities.

The Growth Plan envisions development in primary settlement areas to support compact and complete communities as well as vibrant communities with both housing and employment opportunities. Expanding convenient access to active transportation is also a thread throughout the document to support a range of transportation options that reduce automobile reliance, enhance access to retail/office uses, minimize surface parking, and promote climate change mitigation and resiliency. Consistent with the PPS, the Growth Plan calls for the conservation of cultural heritage resources and generally directs growth away from hazardous areas, such as those susceptible to flooding.

Facilitating the proposed three-unit residential building on an existing underutilized lot close to transit and amenities represents intensification and is consistent with the concepts of complete communities and compact built form as outlined in the A Place to Grow Plan. The proposed development would further expand the provision of a diverse range and mix of housing options within the identified built boundary of Collingwood in a way that is also compatible with the Downtown Heritage Conservation District and able to be adequately flood proofed.

Planning Services is satisfied that the proposed development is in general conformity with the policies of A Place to Grow.

County of Simcoe Official Plan

The subject property is designated 'Settlement' within the County of Simcoe Official Plan. The County of Simcoe Official Plan contains policies relating to the orderly development of those areas that are designated as Settlement, and particularly an emphasis on development directed to Primary Settlement Areas. The Town of Collingwood is identified as a Primary Settlement Area.

The County's Official Plan growth management strategy is based on four themes:

- Direction of a significant portion of growth and development to settlements where it can be effectively serviced, with particular emphasis on primary settlement areas;
- Enabling and managing resource-based development including agriculture, forestry, aggregates, and tourism and recreation;
- Protection and enhancement of the County's natural heritage system and cultural features and heritage resources, including water resources; and
- Development of communities with diversified economic functions and opportunities, and a diverse range of housing options.

The County's Official Plan identifies the need for a wide range of land uses in Settlements to provide an opportunity for people to live, work, shop and find recreation in one compact community and for Primary Settlement Areas to develop as complete communities that are transit-supportive and accessible through active transportation networks.

Furthermore, the Plan states '*Intensification, or directing of development to the built-up area and serviced areas within settlement areas, contributes to compact development form*', '*...local municipalities shall promote and facilitate intensification and efficient use of land in built-up areas...*'

Settlements are to be the focus of population and employment growth with development in a compact urban form that promotes the efficient use of land and provision of water, sewer, transportation and other services. Settlement areas are encouraged to develop as

complete communities with a diverse mix of land uses, a range of employment and housing types, high quality public open space and easy access to local stores and services.

Similar to the Growth Plan, the County of Simcoe Official Plan views intensification within settlements as a way to revitalize neighbourhoods, promote a compact form, and contribute to environmental sustainability. Active transportation is to be supported to improve air quality, promote energy conservation, encourage healthy lifestyles, facilitate alternatives for the movement of goods and people, reduce vehicle trips and lengths, and improve connectivity.

The Simcoe County Official Plan also contains similar cultural heritage and natural hazard policies to those of the PPS and Growth Plan outlined above.

Planning Services is satisfied that the proposed development would contribute towards the achievement of complete communities and compact urban form envisioned for Settlements. Further, the proposal would conserve cultural heritage and comply with natural hazard policies. The proposal therefore conforms to the general intent and purpose of the County of Simcoe Official Plan. The County of Simcoe was circulated the proposed Zoning By-law Amendment and did not note any conformity concerns with the County Official Plan.

Town of Collingwood Official Plan

- Schedule “A” *Land Use Plan* designates the subject property as “Downtown Commercial Core” and within the “Pretty River Flood Fringe”
- Schedule “F” *Urban Structure* identifies the subject property as “Inside Built Boundary (Designated/Available Lands)”, within the “Collingwood Intensification Area”, and within “Mixed Use Intensification Area C) Downtown Commercial Core”

Downtown Core Policies

The Downtown Core along Hurontario Street from the waterfront to Fifth Street is Collingwood's historical centre. It is intended to be the primary location of cultural and civic uses and a major commercial focus for the Town of Collingwood.

Residential uses, primarily apartments, are permitted and encouraged in the Downtown Core. Development for higher density residential uses shall be permitted in accordance with the policies for High Density Residential.

Planning staff are of the opinion that the minimum of three units is in keeping with the Official Plan direction for residential uses in the Downtown Core to primarily be in the form of apartments. The High Density Residential policies require a minimum density of 55 dwelling units per hectare and a maximum density of 120 units per hectare. With the proposed three units, the subject property would be just over 55 units per hectare, complying with the density policies. The proposed zoning sets a minimum of three dwelling units and a maximum of 6 units. The upper limit of 6 units aligns with the maximum density of 120 units per hectare in the Official Plan. Density is also controlled by the maximum height in the C1 zone of 12 metres, setbacks, required parking, and minimum landscaped open space.

Development and re-development within the Heritage Conservation District shall only take place in accordance with the requirements of the District Plan and a Heritage Impact Assessment may be required by Council. A Heritage Impact Assessment was submitted with the application and peer reviewed. No concerns were raised from a heritage standpoint with the proposed zoning. Details of the building design will be reviewed through a subsequent Heritage Permit application for the proposal to ensure compliance with the District Plan. As noted above, Council has already approved issuance of a Heritage Permit to demolish the existing dwelling on the subject property. See [Report P2022-28](#) for additional information on the Heritage Permit to demolish the existing dwelling.

Conservation Authority and Pretty River Flood Fringe Policies

The subject property is within the Pretty River Flood Fringe, which is subject to a Two-Zone Concept. The Two-Zone Concept is a planning approach, which provides for the occurrence of development in accordance with the underlying land use designation, between the 1:100 Year Storm flood line and Regional Storm flood line subject to flood proofing. Residential uses are permitted in the Flood Fringe, subject to being flood proofed to the regulatory flood standard.

The Town's Official Plan states: 'The Town of Collingwood shall consult with either the Nottawasaga Valley Conservation Authority or the Grey Sauble Conservation Authority, who function as the Town's technical advisors, during the review and approval of a variety of applications for development in lands that are determined to have Natural Heritage and/or Natural Hazard Features.' In addition to other relevant approvals, all development within the areas regulated by the *Conservation Authorities Act* shall be subject to the permit process administered by either the Nottawasaga Valley Conservation Authority or the Grey Sauble Conservation Authority.

A Flood Hazard Study was submitted with the application and reviewed by the Nottawasaga Valley Conservation Authority (NVCA). As authority with jurisdiction for natural hazards, the NVCA has reviewed the Flood Hazard Study. The NVCA has no objection to approval of the proposed Zoning By-law Amendment, provided that their recommended provisions with regard to flood proofing are included in the site-specific zoning proposed for the property. The proposed development will also be subject to the NVCA permitting process.

Town of Collingwood Adopted New 2023 Official Plan

On December 11, 2023, a new Official Plan was adopted by Town of Collingwood Council. While not in force and effect until approved by the County of Simcoe, it provides additional context to understand if current decisions will be consistent with future land use designations and the long-term vision of the Town.

- Schedule '1' *Growth Management Plan* identifies the subject lands as "Strategic Growth Areas"
- Schedule '2' *Land Use Plan* designates the subject lands as "Downtown"
- Schedule '3.1' *Natural Hazards* identifies the subject lands as "Floodplain Limits (NVCA Jurisdiction)" and "Pretty River Flood Fringe – Two-Zone Concept"

The intent of the Downtown Core designation is to function as an attractive regional destination for retail commercial and for housing options in mid-rise forms in mixed-use buildings. The Downtown Core shall be planned to, among other matters, be a great neighbourhood that accommodates a broad range of housing types and tenures for residents, and contributes substantially to a complete, healthy, and sustainable community.

The Downtown is to accommodate significant intensification through redevelopment opportunities with a focus on vacant or underutilized lands. New residents will have access to nearby jobs and services and the expanding residential community will provide an expanded market for commercial and cultural uses Downtown.

Residential Apartments in Mid-Rise Buildings are a permitted use. The New Official Plan states that Mid-Rise buildings are a minimum height of 3 storeys or a maximum height of 8 storeys (or 27 metres, whichever is less). Further, the Plan indicates that within the Downtown Heritage Conservation District, building height shall be informed by the District Plan and limited to 12 metres (3-4 storeys).

The New Official Plan also sets out a number of criteria to determine compatibility for Mixed-Use Buildings proposed anywhere in Town. The following table compares those policies in relation to the proposal:

Mid-Rise Building Criteria (In summary)	Proposed Development Conformity
Compatible and sensitively integrated with surrounding land uses.	Yes

Site of suitable size for the proposed development.	Yes
Located in close proximity to park and community services/amenities.	Yes
Have access to utilities and municipal service infrastructure adequate for the proposed development.	Yes
Have frontage on a Collector or Arterial Road	No – Saint Paul Street is a Local Road
Have convenient access to an existing or planned public transit stop	Yes
Maximum Density of 3.5 Floor Space Index (FSI)	Yes. FSI of 3.5= Maximum Gross Floor Area 1,500 m ² . Approximately 358 m ² Gross Floor Area proposed.

The New Official Plan also sets additional criteria for building height to ensure pedestrian scale. The following table compares those policies in relation to the proposal:

Building Height Criteria (in summary)	Proposed Development Conformity
All new development shall incorporate a ground floor to ceiling ratio a minimum of 4.25 metres	No – A first floor ceiling height of 2.7 metres is proposed, which is in keeping with adjacent buildings.

Minimum building height shall be 2 storeys, or 8 metres, whichever is greater	Yes – A 3 storey building is proposed
Within the Heritage District, building height shall be limited to 12 metres	Yes – Proposed building is 11.56 metres in height. The maximum permitted height in the C1 Zone is 12 metres.

The New Official plan also sets heritage-related design policies for new development in the Downtown Core (in addition to policies in the District Plan). The following table compares those policies in relation to the proposal:

Heritage Design Criteria (in summary)	Proposed Development Conformity
Buildings shall be oriented to frame the street edge	Yes
Building shall front directly onto public streets/public spaces	Yes
Building shall generally align with the existing street wall. In areas with a more residential character, buildings shall generally be aligned with the setbacks of their neighbours	Yes
Main building entrances shall face the street	Yes
Ground floor facades shall be highly transparent, including transparent windows and doors	Yes- though limited due to the residential uses proposed

Façade design shall reference articulation of neighbouring historic buildings with respect to vertical and horizontal elements	Yes
--	-----

The New Official Plan also encourages rear yard parking and prohibits parking downtown in a front yard. The proposed development would have all of its parking in the rear yard and proposed front yard setbacks will ensure that front yard parking is not possible.

Based on the above, the proposal would be in general conformity with the Town's New Official Plan if it were in force and effect.

Until the new Official Plan receives approval from the County of Simcoe, all *Planning Act* applications received by the Town shall be evaluated based on current policy documents that are in force and effect. As such, the 2004 Town of Collingwood Official Plan, which permits residential use (primarily apartments) in the Downtown Core, remains the applicable document for considering this proposal.

Town of Collingwood Zoning By-law

The Town of Collingwood Zoning By-law 2010-040, as amended, zones the subject property as Downtown Core Commercial (C1). The C1 Zone permits a wide range of commercial uses and dwellings in a portion of a non-residential building (i.e. apartments in combination with and above a commercial use). The C1 Zone does not permit standalone residential buildings.

The Zoning By-law Amendment proposes to establish a site-specific Downtown Core Commercial Exception Zone on the subject property to permit a residential building with a minimum of three dwelling units together with associated site-specific provisions. The requested amendment would allow the current single detached dwelling to be replaced with a building that has at least three residential units, thereby intensifying an existing residential use in the downtown. While the amendment would permit three residential

units without a commercial use, mixed use and commercial permissions would continue to be permitted under the proposed amendment. Site-specific provisions are related to ensuring that the proposed development is in keeping with the established heritage streetscape, recognizing the specific requirements of the residential use, and protecting people and property with appropriate flood proofing. All proposed site-specific provisions are summarized above and provided in full in Appendix “A”. A Holding Zone provision is not required as the subject property already has sufficient servicing capacity allocation to accommodate the proposed residential development and site plan control cannot be applied.

At the time of the Public Meeting in July 2023, the proposed development was described as a triplex. As triplex is not currently a defined use in the Zoning By-law, it was determined that the simpler approach was to describe the proposed use as a residential building consisting of a minimum of three dwelling units to avoid creating a new definition. Staff would consider this change to be minor in nature and would not trigger a second public meeting. However, Council has the final determination as to whether further notice is required under Section 34(17) of the *Planning Act*.

The subject property is within the Pretty River Flood Fringe and fully regulated by the NVCA. The NVCA has no objection to the proposed Zoning By-law Amendment provided the site-specific zoning incorporates their recommended provisions to ensure appropriate flood proofing. Those recommended provisions have been incorporated into the draft by-law. A permit or clearance from the NVCA will be required for any development on the property.

Financial Impacts

Maintaining an adequate, appropriate and orderly supply and mix of residential, commercial, and industrial units in anticipation of future development and servicing conditions provides a long-term foundation for stable community growth and results in the generation of growth-related revenue associated with building permit fees, development charges, taxes, and other related fees.

Conclusion

Based on the land-use planning analysis and the Town's development review process, Planning Services confirms that the submitted proposal is in conformity to or consistent with the relevant land use planning instruments and no public comments were received. Therefore, it is recommended that the proposed Zoning By-law Amendment be enacted and passed.

3. Input from Other Sources

The subject application was circulated to Town Departments and external commenting agencies for review and comment. All concerns related to the proposed Zoning By-law Amendment have been satisfactorily addressed.

The following supporting documents were provided in support of the application and confirmed and/or reviewed by the applicable experts:

- Planning Justification Report [May 2023], [MHBC Planning];
- Public Consultation Strategy [June 22, 2023], [MHBC Planning];
- Heritage Impact Assessment [May 9, 2023], [Steve Burgess Architects Ltd.];
- Property Survey [March 10, 2023], [Stuart M. Moore, Ontario Land Surveyor];
- Conceptual Site Plan and Elevations [May 8, 2023, last revised December 20, 2023], [Gren Weis Architect and Associates];
- Flood Hazard Study [May 16, 2024], [Tatham Engineering];
- Servicing Brief [May 16, 2023, last revised July 10, 2024], [Tatham Engineering];
- Site Servicing Plan [May 16, 2023, last revised February 21, 2024], [Tatham Engineering]; and
- Lot Grading Plan [May 16, 2023], [Tatham Engineering];

Third-party peer reviews were undertaken for heritage, landscaping, and natural hazards.

The following peer review reports were provided:

- Heritage [September 1, 2023], [Archaeological Research Associated Ltd.];
- Landscaping [August 9, 2023, last revised June 24, 2023], [Envision Tatham];

- Natural Hazards [October 19, 2023, last revised April 5, 2024], Nottawasaga Valley Conservation Authority.

The Town held a Statutory Public Meeting regarding the proposed Zoning By-law Amendment on July 24, 2023. No oral submissions were provided by the public. Further, no written comments have been received from the public.

At the Statutory Public Meeting Council asked whether any of the proposed units would be affordable. The applicant has confirmed that none of the proposed units will be affordable units, though they will contribute to the provision of additional housing options and supply in a location where intensification is promoted. Minutes of the Public Meeting are linked as Resource 1.

This Report was forwarded to Department Heads on July 16, 2024, and the content of this report responds to the feedback received.

4. Applicable Policy or Legislation

- *Planning Act* (1990, as amended)
- Provincial Policy Statement (2020)
- Growth Plan for the Greater Golden Horseshoe (2020 Consolidation)
- Simcoe County Official Plan (2016)
- Town of Collingwood Official Plan (2004)
- Town of Collingwood Zoning By-law 2010-040
- Collingwood Downtown Heritage Conservation District Plan (2008)

5. Considerations

☒ Community Based Strategic Plan: Consistent with CBSP

☐ Services adjusted if any Not applicable

☒ Climate Change / Sustainability:

The proposal furthers the buildout and intensification of serviced land within the Town's built boundary contributing to a complete community.

☒ Communication / Engagement: Public Engagement has occurred

The proposed development has been posted on the Town's website and the Notice of Complete Application and Public Meeting for the Zoning By-law Amendment was published in the Collingwood Connection newspaper and circulated to property owners within 120 metres of the subject property.

- ☐ Accessibility / Equity, Diversity, Inclusion: Not Applicable
- ☐ Registered Lobbyist(s) relating to content: Not Applicable

Next steps and future action required following endorsement:

- Notice of Passing By-law prepared and circulated/published
- 20-day appeal period

6. Appendices and Other Resources

Appendix A: [Zoning By-law Amendment](#)

Appendix B: [Conceptual Site Plan for reference](#)

Resource 1: [Public Meeting Minutes](#)

7. Approval

Prepared By:

Justin Teakle, MICP, RPP

Senior Planner

Reviewed By:

Summer Valentine, MCIP, RPP

Director, Planning, Building & Economic Development

CAO Comments:



Staff Report T2024-17

Committee 2024-07-22

Council 2024-07-29

Amendments ☐

Submitted To: Committee of the Whole | Council
Submitted By: Monica Quinlan, Treasurer
Prepared By: Monica Quinlan, Treasurer
Subject: Non-core Asset Management Plan

Recommendation

THAT Staff Report T2024-17, 2024 Non-core Asset Management Plan (AMP), be received for information and discussion.

AND THAT staff be directed to incorporate the Non-core Asset Management information substantially in this format to the Town's Asset Management Plan (AMP).

Amendments

None.

1. Executive Summary

The Town of Collingwood has embarked on a comprehensive journey to manage its non-core assets effectively. This initiative is part of the broader Asset Management Planning (AMP) process, which aligns with Ontario Regulation 588/17, mandating municipalities to develop and implement robust asset management strategies.

Asset management planning is essential for municipalities to make informed, evidence-based decisions about their infrastructure assets. The Town of Collingwood has adhered to this strategic approach since 2014, progressively developing and refining its AMP.

The Town's AMP development has progressed through multiple phases:

Phase I (Completed July 2022): Focused on core infrastructure assets like roads, bridges, and water systems.

Phase II (Due July 2024): Expands the AMP to include all non-core infrastructure assets.

Phase III (Due July 2025): Requires detailed service levels, lifecycle management, and financial strategies for all assets.

Since the adoption of the Core AMP in 2022, significant progress has been made in cataloging and assessing non-core assets:

- Completed Milestones: Parks inventory, IT assets, fleet and equipment updates, facility assessments, and downtown parking evaluations.
- Ongoing Efforts: Condition assessments for fleet, streetlights, and traffic signals.

Non-core assets have been evaluated based on their remaining useful life and data maturity:

- Good: Assets with 75% or more of their useful life remaining.
- Fair: Assets with 35% to 74% of their useful life remaining.
- Poor: Assets with 34% or less of their useful life remaining.

The data maturity levels range from very good (A) to poor (D), indicating the quality and completeness of the data available for each asset category.

The annual lifecycle costs are based on actual projects required in specified years and are not simply funds identified to “save for a rainy day.” These costs for non-core assets are substantial, with an identified financing gap of \$4.6 million. This gap, combined with the core asset financing gap, totals \$5.8 million. To address this, several strategies have been proposed.

2. Analysis

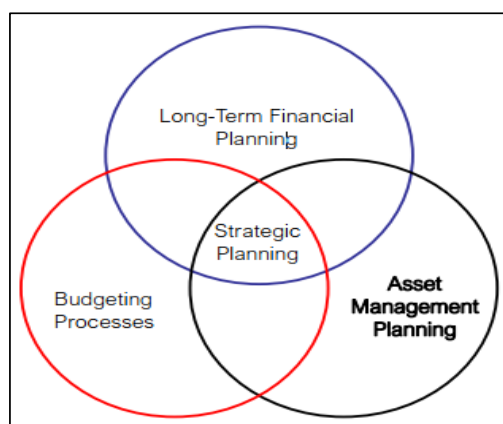
Background

“Asset Management Planning is part of a strategic planning process that is integrated with budgeting processes and long-term financial planning. Good asset management planning helps municipalities make well-informed and evidence-based decisions about their infrastructure assets¹.”

There are four key components of an asset management plan:

1. Asset Inventory
2. Levels of Service
3. Asset Management strategy
4. Financial Strategy

Ontario Regulation 588/17: ASSET MANAGEMENT PLANNING FOR MUNICIPAL INFRASTRUCTURE



While the province of Ontario has been encouraging municipalities to develop Asset Management Plans (AMP) for a number of years with regulation, grants and guidance (PSAB 3150 2009, Building Together Guide Dec 2013), it wasn't until 2017 that it became mandatory for municipalities to develop and adopt AMPs with the adoption of the 588/17 regulations. The first requirement under this regulation was the development of a Strategic Asset Management Policy by July 1st, 2019, the Town of Collingwood met this requirement in June of 2019.

The next step under the regulation was to prepare an AMP in three phases:

¹ Ministry of Infrastructure presentation September 19, 2018.

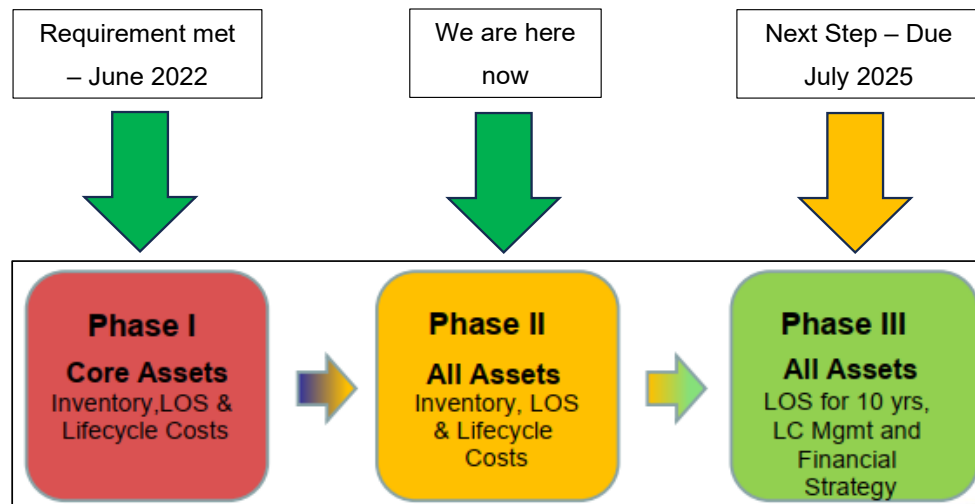
1. Phase I would be to address core infrastructure assets (i.e. roads, bridges, culverts, wastewater, water, and stormwater) and would be required to be completed by July 1st, 2022.
 - a. Requires an asset inventory (registry), including replacement cost, age, and condition
 - b. Current level of service and performance metrics
 - c. Estimated lifecycle costs by asset category to maintain current levels of service for 10 years.
 - d. For municipalities with populations over 25,000: Population and employment forecasts (from Growth Plans, official plans, etc.), and the lifecycle costs required to maintain current levels of service in order to accommodate projected increases in demand caused by growth.

Core assets are further defined as:

- water asset that relates to the collection, production, treatment, storage, supply or distribution of water;
- wastewater asset that relates to the collection, transmission, treatment or disposal of wastewater, including any wastewater asset that from time to time manages stormwater;
- stormwater management asset that relates to the collection, transmission, treatment, retention, infiltration, control or disposal of stormwater;
- road, or;
- bridge or culvert.

The Town of Collingwood met this requirement in July of 2022.

2. Phase II will expand on Phase I by including all infrastructure assets in the plan by July 1, 2024.
3. Phase III will require further details to be provided for all infrastructure assets by July 1, 2025.
 - a. Define proposed level of service for each asset class for 10 years,
 - b. A lifecycle management strategy,
 - c. And a financial strategy.
 - d. Municipalities with populations over 25,000: Estimated lifecycle costs to achieve proposed levels of service to accommodate projected increases in demand caused by population and employment growth.



Within each of the phases the Town is following the Asset Management Framework that was developed to assist municipalities through the process:

1. A complete asset inventory;
2. Refining the asset data – include detailed components listing, asset age and condition;
3. Replacement values of the assets;
4. True condition of assets – through assessments and inspections and set assessment parameters;
5. Current Levels of Service (LOS) (qualitative and technical metrics) – understanding community expectations, setting LOS targets and understanding the costs to meet these targets;
6. Financing Strategy.

Additionally, the recommended components of an AMP have been outlined in the [Building Together Guide](#) developed by the Province of Ontario.

The Town of Collingwood's first Asset Management Plan (AMP) was received and approved by Council in July 2014. This initial plan was a key milestone in the ongoing development of the strategic financial plan in that it provided an initial glimpse into the magnitude of the Town's estimated overall AMP liability and funding gap. It was a valuable

exercise in that it illustrated the critical strategic importance of an AMP as a keystone of the Town's strategic financial plan and provided a starting point to a more fully developed AMP.

Efforts were soon underway to develop the next generation of the AMP for the Town that would be a live model fully integrated with existing town operations and financial information systems (GIS, Great Plains Diamond and Worktech). A staff working committee was formed with the key departmental stakeholders and a consultant engaged to meet regularly and plot the path forward for the Town and in July 2019 the AMP Policy was accepted and approved. Initial results of the model were produced and shared with Council ([Asset Management Plan Update presentation December 9th, 2019](#)) and this data was used to validate and inform the annual and 10 year capital budgets for several years.

Following that staff continued to develop the AMP that met the requirements under the regulation and presented a [series of reports](#) and information throughout 2021 and 2022, with the final [Core Asset AMP](#) being approved in June 2022.

The results of this initial review were that the total (i.e. tax supported and non-tax supported) Annual Lifecycle amount required was \$10.1M (2021\$) and that the financing gap in total was approximately \$900K (2021\$).

Items	Amounts
Lifecycle Amount in 2022	\$ 10,140,194
Reserve Contributions	6,384,682
OCIF Funding	1,904,014
Federal Gas Tax	630,000
OP Budget funded	356,785
	\$ 864,713

As part of the 2024 budget presentations, staff provided updates to both the values and the progress of the AMP strategy. The updates explained the increasing inflation factor as well as the implication of the ongoing financing gap year over year, this resulted in the following information:

Items	Amounts
Lifecycle Amount in 2024	\$ 11,366,194
Unfunded Gap from 2023	-
New total - Lifecycle	\$ 11,366,194
Reserve Contributions	6,655,926
Special Capital Levy	988,650
OCIF Funding	1,375,722
FGT	780,061
OP Budget Funding	371,199
2024 Funding Gap	\$ 1,194,636

Noting that the 2023 financing gap was closed with the additional funds assigned to the reserve through the Employee Benefit Reserve (see report [T2024-04](#)).

Non-Core Asset Update

Since the adoption of the Core AMP in 2022, staff have worked to develop an inventory, reviewed levels of service and condition assessments for all other assets not included in the previous plan. It is noted that the AMP is an evolution and is expected to be a living document and thus updated and refined as we mature in this AM journey. For this next step the following milestones have been reached:

- Parks inventory and staff reviewed condition assessments completed (trails, playground equipment, parking lots, lighting, shoreline, docking, comfort stations and storage areas);
- Information technology assets inventory refined and updated replacement cost information;
- Fleet/equipment inventory refined and updated replacement costs;
- Facility condition assessments reviewed and evaluation of lifecycle financing;
- Downtown parking lots condition assessments and replacement/refurbishment costs assigned;
- Streetlight inventory reviewed and assigned replacement costs;
- Transit Shelters inventories and replacement costs assigned; and

- Library Asset inventory and replacement costs assigned.

Still to do and/or update:

- Fleet and equipment condition assessments;
- Streetlights inventory requires review and improvement;
- Traffic signals review and inventory (note that currently included in road reconstruction costs); and
- Continued review and management of the inventory of all assets within the GIS Software is under review as we develop the current standards required to maintain the information and provide for clear processes.

With all of this work complete the results of the total inventory is as follows:

	Tax Supported - Replacement Cost	User Fee Supported - Replacement Cost	Total Replacement Cost
Facilities	\$ 89,156,965	\$ 52,526,428	\$ 141,683,393
Transit Shelters	440,000	-	\$ 440,000
Streetlights	12,797,000	-	\$ 12,797,000
Trails	10,394,000	-	\$ 10,394,000
IT Equipment	962,400	308,600	\$ 1,271,000
Library Assets F&E/Circulation Materials	1,570,367	-	\$ 1,570,367
Fleet & Equipment	22,444,000	2,180,000	\$ 24,624,000
Downtown Parking Lots	-	2,123,099	\$ 2,123,099
Parks	35,886,157	-	\$ 35,886,157
Total	\$ 173,650,889	\$ 57,138,127	\$ 230,789,016

It is important to recognize that this **work is evolving and will require further refinement and revision**. However, this provides an excellent overview and a strong initial step in our journey toward non-core asset planning.

State of Non-core Assets – Current Condition

The rating scale that has been used for these assets is as follows:

Good – means the assets have 75% of their useful life remaining;

Fair – means the assets have between 35% and 74% of their useful life remaining; and

Poor – means the assets have 34% or less of their useful life remaining.

Where inspections/condition assessments have been completed the data from those reports serves as the rating the asset receives. In some cases like facilities these are consultant driven reviews and reports – see the [Facilities Asset Management Plan Update](#).

Additionally, the level of Data Maturity has been included using a scale as follows: A - Very Good; B – Good; C – Fair; and D – Poor. The table below details both the asset condition and the level of data maturity for each category of asset.

	Average Condition Basis	Average Condition Assessment	Data Maturity
Facilities	Building Condition Assessment	GOOD	A
Transit Shelters	Age	GOOD	B
Streetlights	Age	FAIR	D
Trails	Inspection and Age Based	GOOD	C
IT Equipment	Age	GOOD	B
Library Assets F&E/Circulation Materials	Inspection and Age Based	FAIR	B
Fleet & Equipment	Age	GOOD	C
Downtown Parking Lots	Staff assessment	FAIR to POOR	B
Parks	Inspection and Age Based	GOOD	C

Non-core Asset Funding Requirements

Using the asset performance modelling as shown above the following chart details the estimated calculated annual lifecycle costs of the asset classes that is required.

	Tax Supported - Replacement Cost	User Fee Supported - Replacement Cost	Total Replacement Cost	Annual Lifecycle Requirement - Excluding Inflation
Facilities	\$ 89,156,965	\$ 52,526,428	\$ 141,683,393	\$ 1,516,612
Transit Shelters	440,000	-	440,000	14,667
Streetlights	12,797,000	-	12,797,000	742,130
Trails	10,394,000	-	10,394,000	207,880
IT Equipment	962,400	308,600	1,271,000	182,280
Library Assets F&E/Circulation Materials	1,570,367	-	1,570,367	114,000
Fleet & Equipment	22,444,000	2,180,000	24,624,000	1,713,894
Downtown Parking Lots	-	2,123,099	2,123,099	53,077
Parks	35,886,157	-	35,886,157	925,999
Total	\$ 173,650,889	\$ 57,138,127	\$ 230,789,016	\$ 5,470,538

The average annual amount currently spent and/or saved through reserves amounts to approximately \$916K, leaving a financing gap of \$4.6M. **Together with the Core Asset Financing gap this results in a total financing gap of \$5.8M.**

Given all the information and the understanding of how vitally important it is that we continue to invest today to protect the future sustainability of the town. It is also important to understand that we are not alone in this, most municipalities are facing similar financing deficits and struggling to find ways to mitigate these issues. It is also important however to understand that there are ways to assist in closing this gap that may not be overly burdensome to the taxpayer/user rates for example:

- 1) Continue to add small increases to the Special Capital Levy over the next 5 – 10 years (benefits tax-supported only):
- 2) As old debt expires use the tax levy component to create a future Debt Reserve (to assist in Asset Management). More details will come forward as the Debt Policy is reviewed however to provide some context – the current debt levy requirement is approximately \$1.5M over time this will deteriorate by about 15% per year which would mean approximately \$225K per year. This assumes that no new debt is issued however, even if 50% was available small amounts could be saved.

- 3) Slowly raise the contribution to Reserve Funds over time. Today 1% point increase of the tax rate equates to approximately \$370K, if we exclude growth and we increase the reserve contribution by 5% over the next 6 years this would mean a total tax rate impact of approximately 2%. However, if we include growth as part of the contribution, it is possible that the tax rate is not impacted. Note that for User-Fee supported assets this would mean an increase to their rate.
- 4) Determine if some assets may be retired, or the level of service provided can be reduced (this is a part of the next phase of Asset Management, under the Province's requirements for 2025).
- 5) Consider transitions to additional user fees or other partnerships.

These types of small changes each year can accumulate to large payoffs in the future and make meaningful change.

3. Input from Other Sources

This report was reviewed by Department Heads on July 16th, 2024.

4. Applicable Policy or Legislation

Municipal Act, 2001

Ontario Regulation 588/17

5. Considerations

- | | |
|--|---|
| <input checked="" type="checkbox"/> Community Based Strategic Plan: | Consistent with CBSP |
| <input type="checkbox"/> Services adjusted if any | |
| <input type="checkbox"/> Climate Change / Sustainability: | Choose an item. |
| <input type="checkbox"/> Communication / Engagement: | Choose an item. |
| <input type="checkbox"/> Accessibility / Equity, Diversity, Inclusion: | Choose an item. |
| <input type="checkbox"/> Registered Lobbyist(s) relating to content: | [add content and meeting dates] |

Next steps and future action required following endorsement:

1. Integrate the Non-Core Asset information into the Asset Management Plan (AMP) as approved by the Council in 2022.
2. Review and update the Strategic Asset Management Policy (Policy #FIN-001-05) as is required per the policy.
3. Develop the Asset Management Plan to Meet Ontario Regulation 588/17 Requirements by July 1, 2025:
 - Define proposed levels of service for each asset category.
 - Provide detailed explanations of the rationale behind the proposed levels of service.
 - Outline the proposed performance standards for each asset category.
 - Develop a comprehensive lifecycle management and financial strategy that covers the full lifecycle of assets.
 - Include a discussion on how assumptions regarding future population changes and economic activity have informed the development of the lifecycle management and financial strategy.

6. Appendices and Other Resources

Appendix A: [Policy FIN-001-05 – Strategic Asset Management Policy](#)

Appendix B: [Town of Collingwood Asset Management Plan – Core Assets](#)

7. Approval

Prepared By:

Monica Quinlan, Treasurer

Reviewed By:

Sonya Skinner, CAO

CAO Comments:

Endorsed on July 17, 2024 to proceed to COW



TOWN OF COLLINGWOOD
Trails & Active
Transportation Advisory
Committee Minutes
Thursday, June 13, 2024

A Trails & Active Transportation Advisory Committee meeting was held Thursday, June 13, 2024, in the Collingwood Library and by Videoconference at 2:30 PM for the specific reasons provided below.

Present:

Murray Knowles, Chair
 Dallyce Macas, Vice Chair
 Marianne Staempfli, Member
 John Millar, Member
 Jody Wilson, Member
 Dave Stamper, Member
 Diane Belanger, Member
 Janet Gates, Member
 Linda Haldenby, Member
 George Christie, Honourary Member
 Wendy Martin, Manager, Parks
 Dylan Stoneman, Engineering Technologist
 Jenny Haines, Administrative Coordinator, Clerk Services

Regrets:

Peggy Slama, Director, Public Works, Engineering & Environmental Services

1. CALL TO ORDER

Chair Knowles called the Trails and Active Transportation Committee to order at 2:30 p.m.

2. ADOPTION OF AGENDA

TRA-017-2024

Moved by Dallyce Macas
 Seconded by Diane Belanger

THAT the content of the Trails and Active Transportation Advisory Committee Agenda for June 13, 2024 be adopted as presented.

CARRIED.

3. DECLARATIONS OF PECUNIARY INTEREST

None.

4. CONFIRMATION OF THE ADOPTION OF MINUTES

- 4.1. **Information Purposes:** The minutes of the regular meeting of the Trails and Active Transportation Committee of May 9, 2024 were adopted electronically and received by Council at their June 3, 2024 meeting.

5. BUSINESS ARISING FROM THE PREVIOUS MEETING

5.1. Future Trails Plan

Chair Knowles met Mayor Hamlin, Councillor Perry and Councillor Baines at the Cranberry Marsh and discussed the future of the Marsh and what can be done. Chair Knowles noted that the Mayor was interested in a presentation to Council regarding potential future plans and the importance of importance of engaging the Planning Department in the future trail locations. Chair Knowles confirmed he would review the presentation with Committee at the next meeting.

5.2. Bicycle Friendly Community Application –

Chair Knowles noted that he and Vice-Chair Macas, Member Belanger and Member Haldenby met to discuss next steps. Chair Knowles confirmed that Engineering Technologist Stoneman will take the lead on the application.

A sub-committee was established with Chair Knowles, Vice-Chair Macas, Member Belanger and Member Haldenby to meet monthly. Engineering Technologist Stoneman noted he would create a SharePoint page for members to share materials and access documents.

5.3. Farmer's Market –

Committee discussed the feedback received from residents who visited the Town's booth at the Farmers Market noting trail network connectivity as a concern. A sub-committee with established to discuss easy fixes the Town could address and be brought forward for budget consideration in August.

Committee discussed improvements that could be made to make walking or cycling safer; garbage cans on trails; rules around private property; bike racks and the notion of a bike rack rebate program for private property owners; motorized vehicles on trails; and providing feedback received to the Accessibility Committee.

Member Haldenby noted various upcoming elementary school bike-rallies and recruited Committee members to participate.

5.4. Bike Shelter promotional signage

This agenda item was not discussed.

5.5. **Engaging Collingwood Youth**

Chair Knowles noted that he and Member Haldenby attended two walkabouts at Cameron Street School and Admiral School to help assess safety concerns around the school for those students walking or cycling to school. Chair Knowles confirmed that a full report for each school will be prepared by the Simcoe County District Health Unit and forwarded to all agencies and organizations that attended.

5.6. **Trail Safety –**

Committee discussed two recent incidents which occurred at the Harbour Street and Highway 26 intersection between vehicles and pedestrian/cyclists and discussed areas for improvement. Committee discussed having a 'no right on red' sign put up and Staff confirmed they would look into having signage posted off Harbour Street going onto Highway 26 South into Collingwood.

Chair Knowles presented a photo of a cross-ride at Plewes Drive and Engineering Technologist Stoneman confirmed that similar line painting is planned for the trail road/driveway crossing along Highway 26 West.

6. **DEPUTATIONS**

None.

7. **REPORTS**

7.1. **Construction -**

Committee discussed the Status of the signing and painting of hard surface multi-use paths. Staff answered questions regarding the Boardwalk at the Cranberry Marsh; the status of Hens and Chickens and trail maps on sign posts.

7.2. **Capital Project Update Report**

Committee reviewed the June 2024 Capital Project Update Report.

TRA-018-2024

Moved by Dallyce Macas

Seconded by John Millar

THAT the Trails and Active Transportation Advisory Committee receive the 'June 2024 TATAC Capital Project Update Report' for information purposes only.

CARRIED.

7.3. **Maintenance**

This agenda item was not discussed.

7.4. **Trail Captain -**

Trail Captain Coordinator Jack Pady briefed the Committee on the work the Trail Captains do to keep the trails maintained in Town. Coordinator Pady noted that recruitment was successful and all volunteers are engaged.

7.5. Map delivery -

Map Coordinator Jim Kropf briefed the Committee on Trail Map delivery noting the number of stockers, locations they service and map inventory. Coordinator Kropf briefed Committee on donations received in 2023 and funds received to date, confirming that donations continue to come in.

Coordinator Kropf noted that a suggestion was put forward to have street names identified on the map where trails intersect with roads. Coordinator Kropf discussed the installation of map boxes in various new locations in Town.

Coordinator Kropf noted that he would like to have someone take over his duties, suggesting a member of Committee. Chair Knowles suggested someone who already assists with map distribution and Coordinator Kropf confirmed that there has been no interest from members.

Committee discussed moving the maps to a digital format and having a QR Code on map boxes. Member Wilson confirmed he could assist with the creation of a digital map, noting he would discuss the best next steps with Town Staff. Committee discussed the importance of having digital and printed maps.

Staff discussed concerns with volunteers handling cash, and noted the option for a 'scan and donate' electronic system.

Chair Knowles confirmed that the future of the trail maps will be discussed at the next meeting.

Member Gates and Member Haldenby left the meeting at this time.

7.6. Communication –

Committee watched the 'How to: Sharrows in Collingwood' promotional video and discussed how best to get the promotional videos to the public outside of social media. Committee discussed posting the videos on the Trails Committee portion of the website. Staff confirmed that the Town's Communication Team has a plan to ensure the videos are viewed and will report back at the next meeting with statistics regarding viewership.

8. OTHER BUSINESS

8.1. Trail Counters –

Committee discussed the trail counters currently on the Town's trail network and our current trail counter deployments and whether we should consider upgrading the units to provide more comprehensive data. Staff confirmed that the data is provided in an excel spreadsheet and Committee discussed the option of visualizing the information obtained, working with the Town's GIS coordinator to map out the data.

Committee discussed the age of the technology and Manager Martin confirmed she would reach out to the Public Works Department and review the technology they use for counting crossings and report back to Committee on the Town's technology.

8.2. **Ontario Bike Summit –**

Vice-Chair Macas confirmed that presentations from the Ontario Bike Summit are now available as well as attendee names and contact information from other municipalities.

8.3. **Bike Rallies –**

This agenda item was discussed earlier in the meeting.

8.4. **Planning Application Review**

None.

9. **CORRESPONDENCE**

None.

10. **NEXT MEETING**

- 10.1. The next meeting of the Trails and Active Transportation Advisory Committee will be held on July 11, 2024, commencing at 2:30 in Community Room C located on the third floor of the Collingwood Public Library. A Zoom link will be available for those unable to attend in person.

11. **ADJOURNMENT**

Moved by: Member Stamper

THAT the meeting of the Trails and Active Transportation Advisory Committee be hereby adjourned at 4:30 a.m. **CARRIED**

Chair



TOWN OF COLLINGWOOD
Collingwood
Downtown BIA Board
of Management
Minutes



Thursday, June 13, 2024

A Collingwood Downtown BIA Board of Management meeting was held Thursday, June 13, 2024, in the Braniff Room, Town Hall, 97 Hurontario Street at 7:30 AM for the specific reasons provided below.

Present:

Sarah Pennal, Chair
 Bryn Davies, Vice-Chair
 Susan Bishop, Director
 Lynda Conway, Director
 Tim Cormick, Director
 Lindsey Watson, Director
 Carol Young-Petten, Director
 Councillor Houston, Council Appointee
 Susan Nicholson, General Manager, BIA
 Jenny Haines, Administrative Coordinator, Clerk Services

Regrets:

Krystina Cunningham, Director
 Sara Almas, Director, Legislative Services/Clerk

1. CALL TO ORDER

Chair Pennal called the meeting to order at 7:33 a.m.

2. ADOPTION OF AGENDA

BIA-049-2024

Moved by Councillor Houston
 Seconded by Lynda Conway

THAT the content of the Collingwood Downtown BIA Board of Management agenda for June 13, 2024, be adopted as presented.

CARRIED.

3. DECLARATIONS OF PECUNIARY INTEREST

Member Conway declared a conflict regarding agenda Item 6.1 pertaining to accounts payable vouchers for the period of June 13, 2024 in the amount of \$679.14 to be paid to her. Member Conway confirmed she will abstain from voting on that motion.

4. CONFIRMATION OF THE ADOPTION OF MINUTES

4.1. **For information purposes:** The minutes of the regular meeting of the Collingwood Downtown BIA Board of Management held on May 9, 2024, were adopted electronically and received by Council at their May 22, 2024 meeting.

4.2. Business arising from the previous meeting.

None.

5. DEPUTATIONS

None.

6. REPORTS OF COMMITTEES AND BIA GENERAL MANAGER

6.1. Financial Report

General Manager Nicholson briefed the Board on the year-to-date Financial Statement for the period ending May 31, 2024 and Accounts Payable Vouchers for the period up to June 13, 2024. There were no questions or comments from the Board regarding the Financial Statements as presented.

BIA-050-2024

Moved by Tim Cormick

Seconded by Susan Bishop

THAT the Collingwood Downtown BIA Board of Management accepts the Financial Statement for the period ending May 31, 2024 as presented.

CARRIED.

BIA-051-2024

Moved by Tim Cormick

Seconded by Susan Bishop

THAT the Collingwood Downtown Board of Management Business Improvement Area (BIA) endorse the Accounts Payable Vouchers for the period up to June 13, 2024 in the amount of \$15,895.13 as presented.

CARRIED.

Member Conway abstained from voting on motion number BIA-052-2024.

BIA-052-2024

Moved by Lindsey Watson
Seconded by Susan Bishop

THAT the Collingwood Downtown Board of Management Business Improvement Area (BIA) endorse the Accounts Payable Vouchers for Lynda Conway for the period up to June 13, 2024 in the amount of \$679.14 as presented.

CARRIED.

6.3. Maintenance and Beautification Committee

Member Young-Petten joined the meeting at this time.

Member Cormick briefed the Board on behalf of the Maintenance and Beautification Committee providing an update on the test gardens, irrigation system installation and planting to be done by Town Staff modeling the test garden designed by the contractor retained. Member Cormick noted that the contractor is working to rehabilitate the area surrounding the Gateway feature and that signage will be installed once manufactured.

General Manager Nicholson confirmed that event banners have arrived in the wrong size due to manufacturer error and that she is working with the manufacturer and installer to have new ones delivered next week.

BIA-053-2024

Moved by Susan Bishop
Seconded by Councillor Houston

THAT the minutes of the Maintenance and Beautification Advisory Committee be received as presented.

CARRIED.

6.4. Improvement Committee

Chair Pennal provided an update from the Improvement Committee noting safety and security issues downtown pertaining to underhoused individuals, panhandling, items left on the street, the transit terminal, and vandalism. Chair Pennal noted that there is a human rights element involved when dealing with unhoused individuals and that there is no immediate solution at this time.

General Manager Nicholson noted that she is working with Town Staff and the legal team to designate 'restricted zones' with 'no loitering' signage in various locations downtown, confirming that this will allow any personal items that are left around to be moved and disposed of.

Member Conway noted that the Mobile Soup Kitchen provides meals to underhoused individuals throughout the week and that discussions will be had with them to ensure

that the location and time of the meal distribution meets the needs of the public and does not take away from the vibrant business focused downtown.

General Manager Nicholson noted that the Town is connecting with public agencies to consider a dedicated storage area where unhoused individuals can store personal items and that the County is establishing a 'street-team' to assist individuals and that she would like to work closely with them to ensure that their services are utilized to benefit everyone.

The Board discussed a deputation that was presented to Council with request for consideration to have open alcohol in Collingwood parks. Councillor Houston noted he would follow-up with CAO Skinner on the matter and resident petition for this initiative.

The Board discussed concerns regarding Graffiti and how Town Staff are handling its removal; the 2025 parking accommodation study and potential enforcement of time-limits on side streets; the revitalization road map project and upcoming kick-off meeting; and the MOU review and update.

BIA-054-2024

Moved by Lindsey Watson

Seconded by Bryn Davies

THAT the minutes of the Improvement Advisory Committee be received as presented.

CARRIED.

6.5. Promotion Committee

Member Young-Petten provided an update from the Promotion Committee noting the positive response the Farmers Market has been receiving; consideration is being made to host Summer Evening Markets in July; sponsors have been obtained and performers have been booked for Local, Live, Lunch; and Canada Day Weekend festivities planning is underway. The Committee discussed Fashion Week and the Art Crawl.

Member Young-Petten noted the Business After 6 event planned for July and Vice-Chair Davies confirmed he would consider hosting this event at a later date.

General Manager Nicholson discussed SideLaunch Days and programming planned for the Parkette; the marketing strategy for Art of the Street; summer direct mailing and working with Simcoe County Tourism. General Manager Nicholson noted consideration is being made to post a QR Code on EV stations downtown which would provide people with information on attractions and special offers within walking distance.

The Board discussed digital content regarding activities taking place in Collingwood, noting that google is not picking up weekend events in Town.

General Manager Nicholson provided an update on the outcome of various funding

requests and confirmed that the BIA received a sponsorship request for the 2024 Collingwood Music Festival.

BIA-055-2024

Moved by Tim Cormick

Seconded by Carol Young-Petten

THAT the Collingwood Downtown BIA Board of Management confirm receipt of the funding request for the 2024 Collingwood Music Festival;

AND THAT the Collingwood Downtown BIA Board of Management move to decline the funding sponsorship request for the 2024 Collingwood Music Festival.

CARRIED.

BIA-056-2024

Moved by Lindsey Watson

Seconded by Susan Bishop

THAT the minutes of the Promotion Advisory Committee be received as presented.

CARRIED.

6.6. Council Updates (if applicable)

Councillor Houston noted that at the upcoming meeting of Council and Committee of the Whole Mina Fayez-Bahgat, General Manager of Social and Community Services at the County of Simcoe will be providing Council with a Homelessness Response Update and that there will be a Staff report coming forward regarding the Shipyard Public Realm Plan.

6.7. Heritage Committee Representative

Member Conway noted that the Heritage Committee hosted a public information session that was attended by members of Council and the public. Member Conway noted that support regarding how to handle graffiti was discussed with Planner Teakle confirming he will be working with Town Staff to find out more information and potential solutions.

Member Conway briefed the Board on heritage permit approvals; the potential request to increase grant funding through budget deliberations; and registration numbers for Simcoe County's Doors Open event in Town.

6.8. General Manager Report, *GM Nicholson*

General Manager Nicholson provided an update on the status of grant funding requests; the status of the Gateway Art project; the Master Mobility Transportation Plan draft Report to Council; the recruitment and training of summer students; and that she and Manager Griggs are board members for RT07.

The Board discussed the current state of Southern Georgian Bay Tourism, the history of the Chamber of Commerce and the need for a tourist information hub downtown.

BIA-057-2024

Moved by Councillor Houston

Seconded by Susan Bishop

THAT the General Manager monthly report be received as presented.

CARRIED.

Vice-Chair Davies and Member Bishop left the meeting at this time.

7. OTHER BUSINESS

7.1. Revitalization Roadmap Project – Update

General Manager Nicholson noted that a planning meeting will be held with the firm undertaking this project General Manager Nicholson confirmed she won the consultation project at the recent OBIAA conference she attended. Prior to the on-site visit, she and the steering committee will be meeting with the consulting team to review previous studies, develop a survey and discuss future initiatives in order for the team to uncover what is working and what is not working downtown Collingwood. General Manager Nicholson noted that when on site the consultants will hold one-on-one meetings with various stakeholders and prepare a report on their findings.

8. CORRESPONDENCE

None.

9. NEXT MEETING

The next Collingwood Downtown BIA Board of Management meeting will take place on July 11, 2024, commencing at 7:30 a.m.

10. ADJOURNMENT

Moved by: Member Young-Petten

THAT the meeting of the Collingwood Downtown BIA Board of Management be hereby adjourned at 9:06 a.m. **CARRIED**

Chair

**BY-LAW No. 2024-058
OF THE
CORPORATION OF THE TOWN OF COLLINGWOOD**



**BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL
OF THE CORPORATION OF THE TOWN OF COLLINGWOOD**

WHEREAS the Municipal Act 2001, S.O. 2001, c 25, Section 5(1), provides that the powers of a municipality shall be exercised by its council;

AND WHEREAS the Municipal Act 2001, S.O. 2001, c 25, Section 5(3), provides a municipal power, including a municipality's capacity, rights, powers and privileges under section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS it is deemed expedient that the actions of all meetings of Council of The Corporation of the Town of Collingwood be confirmed and adopted by by-law;

NOW THEREFORE COUNCIL OF THE CORPORATION OF THE TOWN OF COLLINGWOOD ENACTS AS FOLLOWS:

- 1. **THAT** the actions of the Council of The Corporation of the Town of Collingwood in respect of:
 - a) each recommendation in the reports of the Committees;
 - b) each motion, resolution or other action passed, taken or adopted at the meetings listed below are hereby adopted, ratified, and confirmed as if same were expressly included in this by-law, provided that such adoption and confirmation shall not be deemed to include the final passing of a by-law the requires the prior approval of a Minister, a Ministry, to the Ontario Municipal Board or any other governmental body:
 - Council meeting held July 22, 2024
- 2. **THAT** the Mayor and the proper officials of The Corporation of the Town of Collingwood are hereby authorized and directed to do all things necessary to give effect to the action of the Council referred to in Section 1.
- 3. **THAT** the Mayor, or in the absence of the Mayor, the Deputy Mayor, and the Clerk, or in the absence of the Clerk, the Chief Administrative Officer;
 - a) are authorized and directed to execute all documents to the action taken by Council as described in Section 1;
 - b) are authorized and directed to affix the seal of The Corporation of the Town of Collingwood to all such documents referred to in Section 1.
- 4. **THAT** this by-law shall come into effect upon the passing thereof.

ENACTED AND PASSED this 22nd day of July, 2024.

MAYOR

CLERK