



## TOWN OF COLLINGWOOD

### REVISED AGENDA: Council - Committee of the Whole Meeting Agenda

Monday, April 28, 2025, 2:00 p.m.

Council Chambers and by Videoconference

97 Hurontario Street, Collingwood ON

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 and nonprofit networks, and an animated downtown"

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.

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#### Pages

#### 1. National Anthem

*Instrumental version credit of the Toronto Symphony Orchestra, conducted by Peter Oundjan*

#### 2. 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.

#### 3. Adoption of the Agenda

##### Recommendation:

**THAT** the content of the Council-Committee of the Whole Agenda for April 28, 2025 be adopted as amended:

- Addition of a recommendation for Item 15.4 Downtown Collingwood BIA Board of Management Minutes from April 10, 2025.

#### 4. 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.*

**5. Community Announcements**

**6. Deputations**

- 6.1 Downtown Collingwood BIA Board of Management - Budget Presentation, General Manager Nicholson and Chair Sarah Pennal**

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**7. Public Meetings**

**8. Adoption of Minutes**

- 8.1 Council Minutes**

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**Recommendation:**

**THAT** the minutes of Council-Committee of the Whole meeting held April 14th, 2025 (excluding Committee of the Whole recommendations), be approved as presented.

- 8.2 Business Arising from Previous Minutes**

- 8.3 Approval of Committee of the Whole Recommendations**

- 8.3.1 Committee of the Whole - April 14, 2025**

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**Recommendation:**

**THAT** the Committee of the Whole recommendations from its meeting held April 14, 2025 contained within the April 14, 2025 Council minutes be hereby approved as presented.

- P2025-10 Proposed Draft Plan of Subdivision Approval Extension Request Red Maple (725 Tenth Line) Town File: PLEDP2024400
- PRC2025-02 Mayor's Golf Challenge Beneficiaries (as amended by Committee of the Whole)
- C2025-06 Council Input for the Development of the 2026-2029 Collingwood & The Blue Mountains OPP Detachment Action Plan (as amended by Committee of the Whole)
- T2025-03 Council Community Grant Award – Amended (as amended by Committee of the Whole)
- Reports/Minutes of Other Committees and Boards

**9. Staff Reports**

**10. By-Laws**

**Recommendation:**

**THAT** the following By-laws be hereby enacted and passed this 28th day of April, 2025.

10.1	By-law No. 2025-036, being a by-law to appoint an Accessibility Advisory Committee Member (Sandra Grafe)	90
10.2	By-law No. 2025-037, being a by-law to exempt lands from Part Lot Control - The Annex	91
11.	Departmental Updates	
11.1	Poet Laureate Program Update, Coordinator Henry	
11.2	Collingwood Public Library 2024 Annual Report, CEO Kulchycki	
12.	Consent Agenda	
	<i>General Consent Items: A general correspondence list can be viewed on the <u>Agenda and Meeting Portal</u>. 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.</i>	
	<b>Recommendation:</b> <b>THAT</b> Council herein receive the General Consent Agenda;	
	<b>AND FURTHER</b> 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.	
12.1	Proclamation: National Volunteer Week	93
12.2	Proclamation: Earth Day	94
12.3	J. LaPlante Letter re: Sediment Control in New Developments and Impact on Collingwood Harbor Water Quality	95
13.	County Report	
	<i>County Council agendas and minutes can be found on the <u>Simcoe County Council Portal</u> (first meeting of the month).</i>	
14.	Motions	
14.1	United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP), Councillor Jeffery	
	<b>Recommendation:</b> <b>WHEREAS</b> the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) Act provides a framework for reconciliation, healing and peace, as well as harmonious and cooperative relations based on the principles of justice, democracy, respect for human rights, nondiscrimination and good faith;	
	<b>AND WHEREAS</b> the Federal Government of Canada, has developed an UNDRIP Action Plan, and the Federation of Canadian Municipalities has further endorsed UNDRIP and committed to taking steps to integrate its principles into FCM's reconciliation Strategy;	
	<b>AND WHEREAS</b> The Town of Collingwood is committed to bringing	

people together, fostering inclusion, and showcasing the richness of our culture, diversity, heritage, and community which includes the importance, recognition and reconciliation with our indigenous peoples: past, present and future.

**NOW THEREFORE BE IT RESOLVED** Council request that both Council and staff take into consideration support or alignment with the principles of the United Nations Declaration on the Rights of Indigenous Peoples Act during the development and/or implementation of its Programs and Services, as part of the Town's continued commitment to reconciliation, respect and understanding of all Indigenous peoples.

**14.2 Request for a Staff Report to identify further opportunities to support Georgian Triangle Humane Society, Mayor Hamlin**

**Recommendation:**

**WHEREAS** the Community Based Strategic Plan's Pillar "Responsible" identifies a goal to champion local, regional, intergovernmental, and multi-sectoral collaboration and advocacy, which includes developing 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;

**AND WHEREAS** the Community Based Strategic Plan's Pillar "Responsible" also identifies a goal to maintain the Town's strong financial health and assets, which includes considering options, such as user fees, grants, public-private partnerships, and other innovative funding sources to increase and diversify Town revenues and balance affordability for our tax base;

**AND WHEREAS** the Georgian Triangle Humane Society is preparing for the construction of their new "Regional Centre for Pets and People" and requesting Council consider identifying the new Center as a Municipal Capacity Facility to enable ongoing financial benefits to the Humane Society ensuring their sustainability;

**THEREFORE BE IT RESOLVED THAT** Council request a Staff Report to identify opportunities to further support the new GTHS Regional Centre with proposed supports in proportion with the services and benefits to Collingwood.

**15. 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.*

If you wish to participate virtually, please view the meeting using the following link:



<https://us02web.zoom.us/j/88676669518?pwd=6BDO2Mx5FM9DeCeZSW5gDk0aVRxptR.1>

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

Webinar ID: 886 7666 9518

Passcode: 602567

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.

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

**Recommendation:**

**THAT** Council herein move into Committee the Whole Session.

**15.2 Staff Reports**

**15.2.1 P2025-11 180 Ontario Street Zoning By-law Amendment**

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**Recommendation:**

**THAT Staff Report P2025-11**, “Proposed Zoning By-law Amendment – 180 Ontario Street” dated April 28, 2025 be received;

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

**15.3 Deputations (unregistered)**

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

**\*15.4 Reports/Minutes of Other Committees/Boards**

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**Recommendation:**

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

- Minutes - Downtown Collingwood BIA Board of Management - April 10, 2025
- Minutes - Accessibility Advisory Committee - March 20, 2025

**Recommendation:**

**THAT** Council refer the following BIA Board recommendation to the appropriate parties for review in the evaluation of locations for the potential Art Centre for Council’s future consideration:

**RECOMMENDATION: THAT** the Collingwood Downtown BIA Board of Management request that Council consider the Collingwood Leisure Time Club property (100 Minnesota Street) to be considered as a location for the Arts Centre.

**15.5 Old or Deferred Business**

**15.6 Other Business**

**15.7 Notice of Motions**

**15.8 Rise from Committee of the Whole**

**15.8.1 Motion to rise form Committee of the Whole (Councillor Potts)**

**Recommendation:**

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

**16. Confirmatory By-Law**

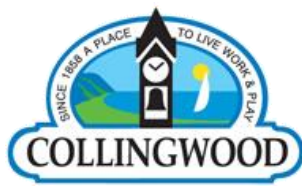
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**Recommendation:**

**THAT** By-law No. 2025-038, being a by-law to confirm the proceedings of the regular meeting of Council held April 28, 2025, be enacted and passed this 28th day of April, 2025.

**17. Adjournment**

	2025
	BUDGET
<b>REVENUES</b>	
<b>Tax Levy</b>	<b>\$ 500,000.00</b>
<i>Town of Collingwood - Maintenance staff support</i>	\$ 25,000.00
<b>Expense Recoveries</b>	
<i>Art Chair/Public Art Projects</i>	\$ 10,000.00
<i>Farmers Mkt: Fees/Rentals</i>	\$ 52,000.00
<i>Christmas/Evening Markets</i>	\$ 6,000.00
<i>Santa Claus Parade Sponsor/Entry</i>	\$ 15,000.00
<i>Events Sponsorship / Ticket Revenue</i>	\$ 30,000.00
<b>Grant - Federal</b>	
<i>Heritage Canada - Canada Day</i>	\$ 10,000.00
<i>Student Wage Subsidy</i>	\$ 4,500.00
<b>Grant - Provincial</b>	
<i>Experience Ontario Festival Grant Program</i>	\$ 20,000.00
<b>Grant - Other</b>	
<i>Simcoe County -Tourism</i>	\$ 10,000.00
<b>Total Revenues</b>	<b>\$ 682,500.00</b>
<b>EXPENSES</b>	
<b>Debenture Payment</b>	<b>\$ 46,750.00</b>
<i>Debenture Payment</i>	\$ 46,750.00
<b>Capital Expenditures</b>	<b>\$ -</b>
<b>Promotion</b>	<b>\$ 207,700.00</b>
<i>Easter Egg Hunt</i>	\$ 1,000.00
<i>Mothers Day</i>	\$ 1,200.00
<i>Local Live Lunch-Evening Programming</i>	\$ 12,000.00
<i>Collingwood Festival for Canada</i>	\$ 10,000.00
<i>Street Piano Festival</i>	\$ 5,000.00
<i>Collingwood Fashion Week</i>	\$ 20,000.00
<i>Halloween Event</i>	\$ 1,000.00
<i>Christmas Season Launch/Santa Claus Parade</i>	\$ 20,000.00
<i>Christmas / Evening Markets</i>	\$ 15,000.00
<i>New Event/3rd Party Support</i>	\$ 10,000.00
<i>Farmers' Market</i>	\$ 3,000.00
<i>Creative Development</i>	\$ 10,000.00
<i>Media Campaign - Print/Brochures</i>	\$ 12,000.00
<i>Media Campaign -Radio</i>	\$ 15,000.00
<i>Media Campaign - Digital</i>	\$ 21,500.00
<i>Media Campaign - Direct Mail</i>	\$ 18,000.00
<i>Signage/Billboards</i>	\$ 18,000.00
<i>Downtown Gift Card Program</i>	\$ 10,000.00
<i>Website Updates/Hosting</i>	\$ 3,000.00
<i>Member Meetings/Welcome Program</i>	\$ 2,000.00
<b>Maintenance</b>	<b>\$ 14,750.00</b>
<i>Equipment Repairs</i>	\$ 2,500.00
<i>Weed Control</i>	\$ 4,000.00
<i>Sound Contract</i>	\$ 1,250.00
<i>Supplies</i>	\$ 2,000.00
<i>Truck - insurance-maintenance-gas</i>	\$ 2,500.00
<i>Epcor / Additional Hydro Charges</i>	\$ 2,500.00
<b>Beautification</b>	<b>\$ 111,700.00</b>
<i>Flowers/Seasonal Decorations</i>	\$ 60,000.00
<i>Installations/Storage</i>	\$ 39,700.00
<i>Art Chair/Public Art Projects</i>	\$ 12,000.00
<b>Future Planning</b>	<b>\$ 20,000.00</b>
<i>OBIAA Conference Hosting Fee</i>	\$ 10,000.00
<i>Planning Consultant-Legal</i>	\$ 10,000.00
<b>Administration</b>	<b>\$ 43,600.00</b>
<i>Rent</i>	\$ 14,200.00
<i>Office Equipment/Supplies</i>	\$ 5,500.00
<i>Credit Card Fees</i>	\$ 2,000.00
<i>Telephone/Internet/Tech Support</i>	\$ 2,000.00
<i>Professional Development</i>	\$ 10,000.00
<i>OBIAA (Travel / Accommodation)</i>	\$ 1,500.00
<i>Association Memberships</i>	\$ 1,400.00
<i>Audit Fee</i>	\$ 3,500.00
<i>Insurance</i>	\$ 3,500.00
<b>Wages/Benefits</b>	<b>\$ 238,000.00</b>
<i>Wages - Full / Part Time</i>	\$ 220,000.00
<i>EHT/EI/CPP/Medical/Dental</i>	\$ 18,000.00
<b>Total Expenses</b>	<b>\$ 682,500.00</b>



## TOWN OF COLLINGWOOD

### Council - Committee of the Whole Meeting Minutes

April 14, 2025, 2:00 p.m.

Council Chambers and by Videoconference  
97 Hurontario Street, Collingwood ON

Council Present: Mayor Yvonne Hamlin  
Deputy Mayor Tim Fryer  
Councillor Kathy Jeffery  
Councillor Deb Doherty  
Councillor Chris Potts  
Councillor Rob Ring  
Councillor Christopher Baines  
Councillor Steve Perry  
Councillor Ian MacCulloch

Staff Present: Sonya Skinner, CAO  
Sara Almas, Director of Legislative Services/Clerk  
Summer Valentine, Director, Growth and Development  
Jennifer Graham, Treasurer  
Karen Cubitt, Director, Parks Recreation and Culture  
Mohamed Alkoka, Director of Infrastructure  
Jenny Haines, Administrative Coordinator

#### **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 and nonprofit networks, and an animated downtown.

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#### **1. Call of Council to Order**

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

#### **2. Adoption of the Agenda**

##### **RES-175-2025**

Moved by: Councillor Chris Potts

Seconded by: Councillor Deb Doherty

**THAT** the content of the Council-Committee of the Whole Agenda for April 14, 2025 be adopted as amended:

- Item 7.3.1 Addition of the amended staff report for PRC2025-01 Maximizing Ice Facility Availability;
- Item 14.2.3 Addition of staff report for C2025-06 Council Input for the Development of the 2026-2029 Collingwood & The Blue Mountains OPP Detachment Action Plan;
- Item 14.5.1 Addition of the amended staff report for T2025-03 Council Community Grant Award.
- Addition of Other Business Items: Mountain Road Project Update, Update on EPCOR, Update from FCM Board Meeting, Update on One Community Solutions

### **CARRIED**

## **3. Declarations of Pecuniary Interest**

### **3.1 Deputy Mayor Tim Fryer - T2025-03 Council Community Grant Award - Amended**

Deputy Mayor Fryer declared a conflict with Agenda Item 14.5.1 – Amended Staff Report T2025-03 Council Community Grant Award noting that he is a volunteer with the Hope Chapel lunch program. Deputy Mayor Fryer requested that the motion be severed before voting.

### **3.2 Councillor Chris Potts - T2025-03 Council Community Grant Award - Amended**

Councillor Potts declared a conflict with Agenda Item 14.5.1 - Amended Staff Report T2025-03 Council Community Grant Award due to a family members involvement in Collingwood Minor Hockey.

### **3.3 Councillor Christopher Baines - T2025-03 Council Community Grant Award - Amended**

Councillor Baines declared a conflict with Agenda Item 14.5.1 - Amended Staff Report T2025-03 Council Community Grant Award as he is a member of the Optimist Club.

## **4. Community Announcements**

Council reported on various community announcements and events.

## **5. Public Meetings**

### **5.1 Development Charges Appeal Hearing, J. Kania, 38 Madeline Drive**

Mayor Hamlin confirmed the Hearing process and confirmed that under Section 20 of the *Development Charges Act*, the Hearing is being held in response to a complaint concerning the development charges imposed on a property located at 38 Madeline Drive. Mayor Hamlin confirmed that Council may choose to dismiss the complaint or correct any error or incorrect determination identified through this process and that once Council has made a decision, notice will be issued to the complainant within 20 days and should the complainant disagree with Council's decision, they have the right to appeal to the Ontario Land Tribunal within 40 days of the decision being made.

Mr. Kania addressed Council referencing By-law No. 2013-086 which has been imposed on all landowners on Madeline Drive pertaining to water servicing charges. Mr. Kania noted that the By-law clearly declares that charges cover specifically use of public utility, including water treatment and distribution system and that it does not specify time limitation when the connection can be made and when each lot has municipal water connection. Mr. Kania confirmed that he has paid his full share and is now eligible to make a connection. Mr. Kania confirmed that he was automatically charged with Development Charges when he applied for his building permit and is seeking relief from the charge.

Treasurer Graham addressed Council providing background on the subject property and confirmed that Staff have consulted with Hemson Consulting and that they believe it is fair and reasonable to require both Local improvement Charges and Development Charges on the property.

Staff answered questions and received comments from Council regarding the context of the complaint; if all residents on Madeline Drive have to pay the same charges; confirmation that the Water Treatment Plan expansion is built into the Development Charges fee; confirmation that the charges are two distinct items; consideration to remind residents that they are still responsible for Development Charges; and to ensure that appropriate language is included in the Local Improvement Charges By-law to ensure that Development Charges are outside of the charge.

**RES-176-2025**

Moved by: Deputy Mayor Tim Fryer

Seconded by: Councillor Kathy Jeffery

**THAT Staff Report T2025-05**, Development Charge (DC) Complaint for 38 Madeline Drive, be received;

**AND THAT** Council, having conducted a hearing in accordance with the Development Charges Act and hearing from the complainant and assessing the facts, herein dismiss the complaint and maintain the DCs as calculated for 38 Madeline Drive.

## **CARRIED**

### **6. Deputations**

#### **6.1 Reconsideration of Funding Request for Pride Collingwood, Michelle Kemper**

Michelle Kemper briefed Council on Pride Collingwood's Mission and Vision and reviewed the Core Values of the Rainbow Club of South Georgian Bay, noted the importance of building relationships with community partners and provided Council with an overview of the plans for the Pride Festival to be held in July 2025. Michelle Kemper acknowledge the support the Town has provided over the years in working with Staff, the BIA and the OPP for the festival and the parade. Michelle Kemper confirmed that the LGBTQ+ community has encountered challenges and that funding support from sponsors is low during times of economic uncertainty.

Michelle Kemper noted that the Town has provided letters of support which assisted in reaching out to the Provincial and Federal Government and confirmed how important it is to have the commitment of the Town moving forward. Michelle Kemper referenced the Town's Tourism Master Plan and advised how the Pride Festival can assist with bringing quality tourism to Collingwood. A financial commitment of \$15,000 cash funding and additional in-kind support was requested from the Town.

#### **6.2 Request for a Municipal Capital Facilities Agreement, Georgian Triangle Humane Society - Karen Marsh and Erin Tuckey**

Karen Marsh and Erin Tuckey addressed Council providing Council with an overview on the community services the Georgian Triangle Humane Society (GTHS) provides, including pound services, emergency services, pet population control, programming, volunteering and wellness clinics confirming how the GTHS is a pillar in the Collingwood community. An overview of how the current location has evolved and continues to evolve to meet the growing needs of the community was also provided with confirmation that Humane Societies are essential municipal partners. Karen Marsh confirmed the request that the Town of Collingwood authorize a Municipal Capital Facilities Agreement between the Town of Collingwood and the GTHS, for the Regional Centre for Pets and People to better assist with long-term funding and development related fees.

Staff answered questions and received comments from Council regarding the ownership of Municipal Capital Facilities and if the Town can enter into this agreement based on the criteria provided; implementation of a partial Agreement; whether a cost benefit been done based on the services provided to residents of Collingwood; how did larger municipalities such as

Burlington, Ottawa or Peterborough have this agreement implemented; and if Staff working with MPAC regarding how the property will be taxed.

Karen Marsh and Erin Tuckey answered questions from Council regarding data on how many visitors are from Collingwood and surrounding areas; if the GTHS has received any contributions from any other municipality it serves.

*Deputy Mayor Fryer assumed the role of Chair.*

Mayor Hamlin put forward a notice of motion requesting Staff to report on the best solution for further funding of the GTHS, including the use of the municipal capital facilities agreement, the cost of outsourcing funding and additional support from municipalities the GTHS serves and the cost of preparing the report.

*Mayor Hamlin re-assumed the role of Chair.*

## **7. Adoption of Minutes**

### **7.1 Council Minutes**

#### **RES-177-2025**

Moved by: Councillor Christopher Baines

Seconded by: Councillor Ian MacCulloch

**THAT** the minutes of Council-Committee of the Whole meeting held March 31, 2025 (excluding Committee of the Whole recommendations) and Council Meeting held April 7, 2025, be approved as presented.

**CARRIED**

### **7.2 Business Arising from Previous Minutes**

No business arising from the previous meeting.

*Mayor Hamlin called for a 10 minute recess.*

### **7.3 Approval of Committee of the Whole Recommendations**

#### **7.3.1 Committee of the Whole - March 31, 2025**

##### **RES-178-2025**

Moved by: Councillor Kathy Jeffery

Seconded by: Councillor Rob Ring

**THAT** the Committee of the Whole recommendations from its meeting held March 31, 2025 contained within the March 31, 2025, Council minutes be hereby approved as presented.

- P2025-09 Approval and Authorization By-law to Execute a Site Plan Control Agreement - 172 Vacation Inn Drive (Town File No. D111419)



- T2025-02 Long Term Strategic Financial Plan Update
- CAO2025-01 Operational Plan: 2024 Year End Accomplishments & 2025 Year Start (amended)
- PRC2025-01 Maximizing Ice Facility Availability (amended)
- Reports/Minutes of Other Committees and Boards (includes recommendation from the Trails and Active Transportation Advisory Committee regarding speed limit reductions to be referred to the Master Mobility and Transportation Plan for consideration)

### **CARRIED**

Moved by: Councillor Kathy Jeffery  
Seconded by: Councillor Rob Ring

**THAT Staff Report P2025-08**, “2025 Tourism Master Plan Workplan” dated March 31, 2025 be received;

**AND THAT** the implementation of the Tourism Master Plan initiatives outlined in Report P2025-08 be supported;

**AND THAT** Council approve an allocation of up to \$70,000 from the Municipal Accommodation Tax Reserve Fund for costs related to the retention of consulting services to support implementation of the 2025 Tourism Master Plan Workplan;

**AND THAT** staff be directed to bring forward a request for an additional internal resource position or partial position for review as part of the 2026 budgeting process, including an analysis of cost savings for a staff position instead of relying on consulting services;

**AND THAT** a by-law to establish Collinwood Tourism to act as the Town of Collingwood’s Eligible Tourism Entity, including adopting the Business Case, establishing a process for interim board appointment, and delegating authority to Senior Town Administration to execute the necessary incorporation documents and undertake related processes, be enacted and passed;

**AND THAT** after 2 years of establishment, the legal structure of the Eligible Tourism Entity be re-evaluated to determine if incorporation as a fully independent not-for-profit entity is feasible, among other matters that may impact sound governance.

### **RES-179-2025**

Moved by: Deputy Mayor Tim Fryer  
Seconded by: Councillor Kathy Jeffery

**Amendment:** THAT the governance structure of the Interim Board for the proposed eligible tourism entity “Collingwood Tourism” identified in Appendix B: Business Case to Establish Collingwood Tourism be amended as follows:

- The Mayor be designated as the Council Representative;
- The three (3) Industry Reps appointed to the Board be recruited consistent with the Town's Volunteer Recruitment process for advisory committees and boards.

**CARRIED**

**RES-180-2025**

Moved by: Councillor Kathy Jeffery

Seconded by: Councillor Rob Ring

**THAT Staff Report P2025-08**, “2025 Tourism Master Plan Workplan” dated March 31, 2025 be received;

**AND THAT** the implementation of the Tourism Master Plan initiatives outlined in Report P2025-08 be supported;

**AND THAT** Council approve an allocation of up to \$70,000 from the Municipal Accommodation Tax Reserve Fund for costs related to the retention of consulting services to support implementation of the 2025 Tourism Master Plan Workplan;

**AND THAT** staff be directed to bring forward a request for an additional internal resource position or partial position for review as part of the 2026 budgeting process, including an analysis of cost savings for a staff position instead of relying on consulting services;

**AND THAT** a by-law to establish Collingwood Tourism to act as the Town of Collingwood’s Eligible Tourism Entity, including adopting the Business Case, establishing a process for interim board appointment, and delegating authority to Senior Town Administration to execute the necessary incorporation documents and undertake related processes, be enacted and passed;

**AND THAT** after 2 years of establishment, the legal structure of the Eligible Tourism Entity be re-evaluated to determine if incorporation as a fully independent not-for-profit entity is feasible, among other matters that may impact sound governance;

**AND THAT** the governance structure of the Interim Board for the proposed eligible tourism entity “Collingwood Tourism” identified in Appendix B: Business Case to Establish Collingwood Tourism be amended as follows:

- The Mayor be designated as the Council Representative;
- The three (3) Industry Reps appointed to the Board be recruited consistent with the Town's Volunteer Recruitment process for advisory committees and boards.

**CARRIED**

**7.3.1.1 C2025-07 Response to US Trade War Tariff Impacts and Next Steps**

**RES-181-2025**

Moved by: Councillor Steve Perry

Seconded by: Councillor Chris Potts

**THAT Staff Report C2025-07**, Response to US Trade War Tariff Impacts & Next Steps, be received;

**AND THAT** Council direct to staff to:

- Continue to monitor the impacts of the tariffs, counter-tariffs, and other unplanned expenditures above the 2025 budget and develop financial strategies to help mitigate the effects, including further potential by-law and process amendments, where these actions do not have an unreasonably negative effect on Collingwood and Canada;
- Continue to proactively communicate with local businesses affected by tariffs, collaborate with the County of Simcoe to reinforce a regional approach, and undertake advocacy efforts including through the Federation of Canadian Municipalities, Association of Municipalities of Ontario and other umbrella organizations, and with orders of government to support these businesses as outlined in this Report or as opportunities arise; and
- Ensure alignment to the extent possible and feasible with the actions of upper orders of government, unless such alignment would demonstrably have negative impact on the Town or local businesses.

**CARRIED**

Moved by: Councillor Steve Perry

Seconded by: Councillor Chris Potts

**AND THAT** the playing of the Canadian National Anthem be implemented at the beginning of Council meetings.

**Amendment:  
RES-182-2025**

Moved by: Deputy Mayor Tim Fryer  
Seconded by: Councillor Steve Perry

**Amendment: THAT** the version of the Canadian National Anthem played be instrumental.

**CARRIED**

**RES-183-2025**

Moved by: Councillor Steve Perry  
Seconded by: Councillor Chris Potts

**AND THAT** the playing of an instrumental version of the Canadian National Anthem be implemented at the beginning of Council meetings.

**CARRIED**

**8. Staff Reports**

None.

**9. By-Laws**

Clerk Almas confirmed that amendments as approved earlier pertaining to the composition of the Interim Collingwood Tourism Board will be incorporated into By-law 2025-031, as may be required.

**RES-184-2025**

Moved by: Councillor Christopher Baines  
Seconded by: Councillor Rob Ring

**THAT** the following By-laws be hereby enacted and passed this 14th day of April, 2025.

**CARRIED**

**9.1 By-law No. 2025-030, being an authorization by-law to execute a Site Plan Control Agreement for The Quad – Georgian Bay Hotel**

**9.2 By-law No. 2025-031, being a by-law to direct the establishment of a Municipal Services Corporation**

**9.3 By-law No. 2025-032, being a by-law to appoint a Hearing Officer**

**9.4 By-law No. 2025-033, being a by-law to appoint Municipal Law Enforcement Officers (MLEO)**

**9.5 By-law No. 2025-034, being a by-law to appoint a By-law and Licensing Appeals Committee**

**10. Departmental Updates**

**10.1 Poplar Health and Wellness Village MZO Update, Director Valentine**

Director Valentine provided Council with a quarterly progress update on the Poplar Health and Wellness Village, and answered questions from Council regarding how often the Province requests an update from the Town.

**10.2 OLT Appeals Update, Director Valentine**

Director Valentine provided an update on the following OLT Appeals: Town of Collingwood Official Plan and Huntingwood Trails (East Lands).

**10.3 Pollinator Protection Plan Update, Manager Martin**

Manager Martin provided Council with an update on the Pollinator Protection Plan noting that the plan was formally adopted by Council in February 2024. The four goals within the plan were reviewed, including action items under each goal and status of the action items. Manager Martin answered questions and received comments from Council regarding support of the current program; educational information for residents regarding the best and worst time of year to rake leaves; consideration of County yard waste pick up being delayed to encourage residents to wait longer before filling their paper yard waste bags; and if there has been thought to reach out to the schools as a way to support the initiative.

**11. Consent Agenda**

**RES-185-2025**

Moved by: Councillor Kathy Jeffery

Seconded by: Councillor Christopher Baines

**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:

- NVCA re: Appointment of CAO
- Letters received re: Concerns for Arts Centre
- Collingwood Musical Festival Letter re: Support for Arts Centre
- Proclamation: Dig Safe Month

## **CARRIED**

### **11.1 NVCA re: Appointment of CAO**

### **11.2 Province of Ontario Media Release re: Strong Mayor Powers**

Council discussed the pros and cons of Strong Mayor Powers and consideration to send correspondence to the Province regarding Collingwood's position on the matter prior to the April 16 deadline to submit comments for the Ministers consideration before the legislation is enacted on May 1, 2025. Comments included the ability to postpone the Powers to the 2026 Municipal Election; provincial priorities and the Towns ongoing efforts towards affordable housing; funding opportunities; ability to veto by-laws and the impacts of this power; the importance of having a strong Code of Conduct; requested clarification on Strong Mayor Powers and need for training.

Council members discussed the upcoming OSUM Conference and panel discussions to be hand with the Minister of Municipal Affairs and Housing.

#### **RES-186-2025**

Moved by: Deputy Mayor Tim Fryer

Seconded by: Councillor Kathy Jeffery

**THAT** Council direct a letter be forwarded to the Province, Minister of Municipal Affairs and Housing, and MPP Saunderson that shares the individual members of Council's and the CAO's input and feedback on the proposed Strong Mayor Powers proposed for the Town of Collingwood;

**AND THAT** Council request further clarification or future consideration on enhanced protection for the use of Strong Mayor Powers to avoid any potential misinterpretation and guardrails for efficient use of such Powers.

For (7): Deputy Mayor Tim Fryer, Councillor Kathy Jeffery, Councillor Chris Potts, Councillor Rob Ring, Councillor Christopher Baines, Councillor Steve Perry, and Councillor Ian MacCulloch

Against (2): Mayor Yvonne Hamlin, and Councillor Deb Doherty

#### **CARRIED (7 to 2)**

*Councillor Perry left the Council table at this time.*

### **11.3 Letters received re: Concerns for Arts Centre**

### **11.4 Collingwood Musical Festival Letter re: Support for Arts Centre**

### **11.5 Proclamation: Dig Safe Month**

## **12. County Report**

Deputy Mayor Fryer provided an update from the County noting that the Birch Street report was received positively and that the project must be at the 'ready to dig' status before funding will come through from the Province. Deputy Mayor Fryer confirmed that the project will advance to that stage in approximately two months and that he will keep Council updated on funding supports when they come through.

**13. Motions**

None.

**14. Move into Committee of the Whole**

*Councillor Perry returned to the Council table at this time.*

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

**RES-187-2025**

Moved by: Deputy Mayor Tim Fryer

Seconded by: Councillor Steve Perry

**THAT** Council herein move into Committee the Whole Session.

**CARRIED**

*Committee took a 10 minute recess.*

**14.2 Staff Reports**

**14.2.1 P2025-10 Proposed Draft Plan of Subdivision Approval Extension Request Red Maple (725 Tenth Line) Town File: PLEDP2024400**

Director Valentine provided introductory remarks on the extension request for Red Maple, 725 Tenth Line. Senior Planner Teakle provided Committee with an overview of the Extension Request Draft Plan of Subdivision for Red Maple which included brief history of the file, a review of the approved draft plan from 2014, site specific considerations and confirmed Staffs recommendation.

Colin Travis of Travis & Associates Inc., Planning Consultant on behalf of the applicant, addressed Committee regarding the proposed extension and confirmed there are no concerns with the conditions presented.

Senior Planner Teakle, Director Valentine and Colin Travis answered questions from Committee regarding the next step should Council approve the recommendation; the importance of ensuring that the proponent moves the development forward; ability to request another extension; ability to require that the proponent register the first phase of the draft plan; and if any other fees other than the transfer of the land are required to be paid.

**RES-188-2025**

Moved by: Deputy Mayor Tim Fryer

Seconded by: Councillor Rob Ring

**THAT Staff Report P2025-10**, “Draft Plan of Subdivision Approval Extension Request – Red Maple (725 Tenth Line, Town File PLEDP2024400)”, dated April 14, 2025, be received;

**AND THAT** the Request for Extension of Draft Plan Approval for the Plan of Subdivision – Red Maple (PLEDP2024400), be approved for a period of six (6) months with the expectation that the proponent will at minimum register Block 198 containing the Taylor Creek and associated trail to facilitate conveyance to the Town.

**CARRIED**

**14.2.2 PRC2025-02 Mayor's Golf Challenge Beneficiaries**

Manager Parker provided Committee with an overview on the Mayor’s Golf Challenge Beneficiaries noting that at the Council meeting on March 4, 2024 Council considered different options for allocating funds raised by the Mayor’s Golf Challenge with 70% of the proceeds be dedicated to the Collingwood and District Special Olympics and the remaining 30% of the proceeds be added to the 2025 Council Grants & Donations budget and dispersed according to the Council Grant Policy. Manager Parker noted the difficulties in securing sponsorships this year and confirmed Staffs recommendation for Council to update the 2017 Mayor’s Golf Challenge Reserve Policy.

Staff answered questions and received comments from Committee regarding how Council distributes funds to groups in need and if what has been granted historically should take precedence; that a robust review of how best to handle requests might be merited; is there an obligation to top-up proceeds annually; that proceeds of the Mayor's Golf Tournament have always gone to the Special Olympics; if the Town issues tax receipts for community grants; has there been any feedback from sponsors of the Tournament to move away from the focus on Special Olympics; and that it is very important that this group receives the support.

Moved by: Councillor Christopher Baines

Seconded by: Councillor Ian MacCulloch

**THAT Staff Report PRC2025-02**, Mayor’s Golf Challenge Beneficiaries, be received;

**AND THAT** Council approves 50% of the proceeds of the 2025 Mayor’s Golf Challenge be allocated to the 2026 Council Grants &



Donation budget and the remaining 50% be allocated to the Collingwood & District Special Olympics;

**AND THAT** Council approves 75% of the proceeds of the 2026 Mayor's Golf Challenge be allocated to the 2027 Council Grants & Donation budget and the remaining 25% be allocated to the Collingwood & District Special Olympics;

**AND THAT** Council approves, in the subsequent years, 100% of the proceeds of the Mayor's Golf Challenge be allocated to the Council Grants & Donation budget;

**AND THAT** Council directs Staff to update the 2017 Mayor's Golf Challenge Reserve Policy to reflect the aforementioned changes.

**Amendment:**

**RES-189-2025**

Moved by: Councillor Christopher Baines

Seconded by: Councillor Ian MacCulloch

**THAT** the allocation of the proceeds be amended to 30% of the proceeds of the 2025 Mayor's Golf Challenge be allocated to the 2026 Council Grants & Donation budget and the remaining 70% be allocated to the Collingwood & District Special Olympics;

**AND THAT** paragraphs three and four be replaced with: THAT Council directs Staff to provide a submission in the similar format of current grant programs from the Collingwood and District Special Olympics to be considered within the Mayor's Golf Tournament in future budget processes with regard to maintaining or making an adjustment to the level of support for Collingwood and District Special Olympics.

***Delete as no longer relevant:*** **AND THAT** Council directs Staff to update the 2017 Mayor's Golf Challenge Reserve Policy to reflect the aforementioned changes.

**CARRIED**

**RES-190-2025**

Moved by: Councillor Christopher Baines

Seconded by: Councillor Ian MacCulloch

**THAT** Staff Report PRC2025-02, Mayor's Golf Challenge Beneficiaries, be received;

**AND THAT** Council approves 30% of the proceeds of the 2025 Mayor's Golf Challenge be allocated to the 2026 Council Grants &

Donation budget and the remaining 70% be allocated to the Collingwood & District Special Olympics;

**AND THAT** Council directs Staff to provide a submission in the similar format of current grant programs from the Collingwood and District Special Olympics to be considered within the Mayor's Golf Tournament in future budget processes with regard to maintaining or making an adjustment to the level of support for Collingwood and District Special Olympics.

**CARRIED**

#### **14.2.3 C2025-06 Council Input for the Development of the 2026-2029 Collingwood & The Blue Mountains OPP Detachment Action Plan**

Clerk Almas provided an overview of the requirements of the *Community Safety and Policing Act* confirming that Council's input is required in the development of the 2026-2029 Collingwood and The Blue Mountains OPP Detachment Action Plan, reviewed the requirements for consultation and collaboration efforts between the Town and Police Services. Clerk Almas confirmed Staff's request for Council's input on the Detachment Action Plan recognizing the importance of 'excellence' in service delivery, collaboration and financial stewardship, while ensuring there is a focus on a community that is safe and well.

Clerk Almas confirmed next steps and answered questions and received comments from Committee regarding kids safety while walking or biking to school and their interactions with vehicles; the Bike Rodeo being held at Cameron Street School; that the OPP Detachment Commander used to present annually to Council and that Council would benefit from hearing from the OPP Senior Leadership; what specifically do the OPP do regarding homelessness and homelessness strategies and how do they interact with people experiencing homelessness; the importance of increasing the visibility of OPP in the community; that lack of foot patrol downtown is a common theme being heard; and concerns regarding the time it takes for record checks to be administered.

Moved by: Councillor Rob Ring  
Seconded by: Councillor Deb Doherty

**THAT Staff Report C2025-06**, Council Input for the Development of the 2026-2029 Collingwood & The Blue Mountains OPP Detachment Action Plan, be received;

**AND THAT** Council approve the following as key themes (and action items as defined herein) as important input and considerations for the

development of the 2026-2029 Collingwood & The Blue Mountains OPP Detachment Action Plan;

- Community Relationships and Trust Building:
- Substance Abuse, Mental Health and Homelessness:
- Traffic and Road, Waterway & Trail Safety:
- Resource Allocation and Management:
- Cultural Competency and Diversity:
- Environmental and Emergency Preparedness:
- Local Crime Trends and Prevention

**AND FURTHER THAT** a copy of the approved feedback be forward the Collingwood OPP Detachment Board for information.

**Amendment:**

**RES-191-2025**

Moved by: Councillor Deb Doherty

Seconded by: Councillor Chris Potts

**THAT** Council approve the additional key themes (and action items as defined herein) as important input and considerations for the development of the 2026-2029 Collingwood & The Blue Mountains OPP Detachment Action Plan:

- Bike patrol (under Traffic and Road, Waterway & Trail Safety)
- Improved delivery time for Vulnerable Sector Check and advocacy for it
- The Detachment Commander and/or Board Chair make periodic presentations to Council

**CARRIED**

**RES-192-2025**

Moved by: Councillor Rob Ring

Seconded by: Councillor Deb Doherty

**THAT Staff Report C2025-06**, Council Input for the Development of the 2026-2029 Collingwood & The Blue Mountains OPP Detachment Action Plan, be received;

**AND THAT** Council approve the following as key themes (and action items as defined herein) as important input and considerations for the

development of the 2026-2029 Collingwood & The Blue Mountains  
OPP Detachment Action Plan;

- Community Relationships and Trust Building:
- Substance Abuse, Mental Health and Homelessness:
- Traffic and Road, Waterway & Trail Safety:
- Resource Allocation and Management:
- Cultural Competency and Diversity:
- Environmental and Emergency Preparedness:
- Local Crime Trends and Prevention
- Bike patrol (under Traffic and Road, Waterway & Trail Safety)
- Improved delivery time for Vulnerable Sector Check and advocacy for it
- The Detachment Commander and/or Board Chair make periodic presentations to Council

**AND FURTHER THAT** a copy of the approved feedback be forward the Collingwood OPP Detachment Board for information.

**CARRIED**

**RES-193-2025**

Moved by: Councillor Rob Ring

Seconded by: Deputy Mayor Tim Fryer

**THAT** in accordance to the Procedural By-law, the meeting be extended by one hour.

**CARRIED**

**14.3 Deputations (unregistered)**

None.

**14.4 Reports/Minutes of Other Committees/Boards**

**RES-194-2025**

Moved by: Deputy Mayor Tim Fryer

Seconded by: Councillor Kathy Jeffery

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

- Minutes - Collingwood Heritage Committee Meeting - March 6, 2025
- Minutes - Collingwood Public Library Board - February 27, 2025

## **CARRIED**

### **14.5 Old or Deferred Business**

#### **14.5.1 T2025-03 Council Community Grant Award - Amended**

Deputy Mayor Tim Fryer declared a conflict on this item. (Deputy Mayor Fryer declared a conflict with Agenda Item 14.5.1 – Amended Staff Report T2025-03 Council Community Grant Award noting that he is a volunteer with the Hope Chapel lunch program. Deputy Mayor Fryer requested that the motion be severed before voting. )

Councillor Chris Potts declared a conflict on this item. (Councillor Potts declared a conflict with Agenda Item 14.5.1 - Amended Staff Report T2025-03 Council Community Grant Award due to a family members involvement in Collingwood Minor Hockey.)

Councillor Christopher Baines declared a conflict on this item. (Councillor Baines declared a conflict with Agenda Item 14.5.1 - Amended Staff Report T2025-03 Council Community Grant Award as he is a member of the Optimist Club.)

Treasurer Graham provided an overview of the amended Staff Report T2025-03 Council Community Grant Award.

*Chair Potts, Deputy Mayor Fryer and Councillor Baines noted their declared conflicts and requested the motion be severed and to be able to leave the table when those items are being considered.*

Staff answered questions and received comment from Committee regarding whether there is any preferential treatment being given to the organizations presented; if consideration could be made to adjust the percentage so the amount would not be as significant; that organizations might need to understand the reality of the outcome of their requests; and that each year the process and requests seem to always be reconsidered.

Moved by: Councillor Kathy Jeffery  
Seconded by: Councillor Rob Ring

**THAT Staff Report T2025-03**, 2025 Council Community Grant Award, be received;

**AND THAT** under the Council Community Grant Policy, Council award the eligible 2025 applicants, a dollar amount as calculated based on the average awarded by each member of Council, from the 2025 operating budget, with the total dollar amount awarded being \$99,760.

**AND THAT** Council increase the CCG by approximately \$8,000 from the remaining 2024 Mayor's Golf Tournament proceeds, and approve funding of the four in-kind requests that were unsuccessful in the CRCG process totalling \$10,125.00, having small budget shortfall of \$1,885;

Alternatively,

**AND THAT** Council proceed with the evaluation of the remaining four (4) In-kind CRCG Requests and report back on their ranking in the full CCG evaluations.

**Amendment:**

**RES-195-2025**

Moved by: Deputy Mayor Tim Fryer

Seconded by: Councillor Kathy Jeffery

**AND THAT** Council increase the CCG by approximately \$8,000 from the remaining 2024 Mayor's Golf Tournament proceeds, and approve funding of the four in-kind requests that were unsuccessful in the CRCG process prorated to their asks **prorated to their asks proportionate to the remaining available funds.**

**CARRIED**

*Deputy Mayor Fryer and Councillor Baines left the Council Chambers at this time.*

**RES-196-2025**

Moved by: Councillor Kathy Jeffery

Seconded by: Councillor Rob Ring

**THAT** Staff Report T2025-03, 2025 Council Community Grant Award, be received;

**AND THAT** Council increase the CCG by approximately \$8,000 from the remaining 2024 Mayor's Golf Tournament proceeds and approve funding of the in-kind requests that were unsuccessful in the CRCG process prorated to their asks proportionate to the remaining available funds, pertaining only to the requests related to the Hope Chapel and the Optimist Club.

**CARRIED**

*Deputy Mayor Fryer and Councillor Baines returned to the Council Chambers.*

**RES-197-2025**

Moved by: Councillor Kathy Jeffery

Seconded by: Councillor Rob Ring

**THAT** Staff Report T2025-03, 2025 Council Community Grant Award, be received;

**AND THAT** Council increase the CCG by approximately \$8,000 from the remaining 2024 Mayor's Golf Tournament proceeds and approve funding of the in-kind requests that were unsuccessful in the CRCG process prorated to their asks proportionate to the remaining available funds with the exclusion of the requests made regarding Hope Chapel and the Optimist Club.

**CARRIED**

*Chair Potts returned to the Council Chambers and assumed the role of Chair.*

**14.6 Other Business**

**14.6.1 Maintenance of Bus Shelters, Councillor Potts**

Chair Potts thanked Staff for the work that has been done at the Transit Terminal at Second Street and Pine and requested an update from Staff on bus shelter maintenance plans for the various bus shelters in Town. CAO Skinner confirmed that Staff will be working on bus shelter maintenance and repairs and that there will be a routine cleaning schedule to ensure that the shelters are kept in good condition. CAO Skinner noted that additional bus shelters will be added to the current inventory and reminded Council and the public that if concerns are raised regarding the state of a bus shelter that it can be reported through Service Collingwood.

**14.6.2 Mountain Road Update – Deputy Mayor Fryer**

Deputy Mayor Fryer requested an update from Staff regarding the plans for construction on Mountain Road. CAO Skinner confirmed that the detailed design and scope of work is complete and that the tender package is with the Procurement team for final review. CAO Skinner noted that construction will begin in early Q3 after the tender is awarded. CAO Skinner confirmed that updates on various town construction projects are available on the Town's website.

**14.6.3 EPCOR Update, Deputy Mayor Fryer**

Deputy Mayor Fryer inquired to when a representative from EPCOR will be providing an update to Council regarding electrification of Ontario. Clerk Almas provided an update from a meeting she had with

EPCOR and Hydro One regarding Collingwood and area electricity needs for their forecasting planning.

#### **14.6.4 31 Huron Street, Councillor Jeffery**

Councillor Jeffery requested an update on the sidewalk at 31 Huron Street to when it will be reopened, noting that she has committed to getting back to the resident as soon as she can.

#### **14.6.5 Rainbow Crosswalk, Councillor Jeffery**

Councillor Jeffery noted that the Rainbow Crosswalk looks tattered and is in need of re-painting, and would be putting forward a notice of motion with request for the crosswalk to be re-painted if the work was not in Staffs workplan. CAO Skinner noted that she is unaware that the re-painting of the Rainbow Crosswalk is in Staffs workplan, but she will confirm and report back.

#### **14.6.6 FCM Update, Councillor Jeffery**

Councillor Jeffery provided an update from the FCM March 2025 Board of Directors Meeting noting advocacy discussions, national prosperity partnership, key issues regarding the 2025 Federal Election, and advocacy updates regarding delegation related to Canada and U.S. relations. Councillor Jeffery noted decisions on endorsing UNDRIP, Strategic Planning and the FCM Budget 2025-2026.

Councillor Jeffery put forward a notice of motion regarding the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) and FCM's position to the Unity Collective for comment.

#### **14.6.7 One Community Solution**

This item was not discussed. An update will be provided in the next CAO Operational Update.

#### **14.6.8 Trails and Active Transportation, Councillor Doherty**

Councillor Doherty noted that the Town has 63kms of trails and asked Staff to confirm whether the trails are included in the Town's Asset Management Plan. Treasurer Graham confirmed that the trails are included as a non-core asset.

#### **14.6.9 Drainage System, Councillor Doherty**

Councillor Doherty noted concern regarding drainage swales on properties that have been filled or altered and questioned if the Town has easements or maintenance plans for those storm water systems and if they will be included in the Stormwater Management Plan. Manager Leal confirmed that this component to drainage is not part of the Stormwater Management Plan, but that Staff are aware of the concern and are working on it internally.



Staff answered questions from Committee regarding drainage concerns for new homes being built; consideration of having municipal easements; that utility boxes are in ditches; and if the Town retroactively make drainage easements on properties where there are there are no easements to ensure control and accountability of drainage infrastructure.

#### **14.7 Notice of Motions**

Councillor Baine brought forward a notice of motion regarding a Forever Georgian Bay Pledge.

#### **14.8 Rise from Committee of the Whole**

##### **14.8.1 Motion to rise form Committee of the Whole (Councillor Potts)**

###### **RES-198-2025**

Moved by: Deputy Mayor Tim Fryer

Seconded by: Councillor Steve Perry

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

**CARRIED**

#### **15. Confirmatory By-Law**

###### **RES-199-2025**

Moved by: Councillor Steve Perry

Seconded by: Councillor Ian MacCulloch

**THAT** By-law No. 2025-035, being a by-law to confirm the proceedings of the regular meeting of Council held April 14, 2025, be enacted and passed this 14th day of April, 2025.

**CARRIED**

#### **16. Adjournment**

Moved by Councillor Jeffery

**THAT** the Council meeting be hereby adjourned at 7:55 p.m. **CARRIED.**

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Mayor

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Clerk



## Staff Report P2025-10

Committee 2025-04-14

Council 2025-04-28

Amendments ☐

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**Submitted To:** Committee of the Whole | Council  
**Submitted By:** Summer Valentine, Director, Growth and Development  
**Prepared By:** Justin Teakle, Senior Planner  
**Subject:** Proposed Draft Plan of Subdivision Approval Extension Request  
Red Maple (725 Tenth Line)  
Town File PLEDP2024400

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### Recommendation

**THAT** Report P2025-10, “Draft Plan of Subdivision Approval Extension Request – Red Maple (725 Tenth Line, Town File PLEDP2024400)”, dated April 14, 2025, be received;

**AND THAT** the Request for Extension of Draft Plan Approval for the Plan of Subdivision – Red Maple (PLEDP2024400), be approved for a period of six (6) months with the expectation that the proponent will at minimum register Block 198 containing the Taylor Creek and associated trail to facilitate conveyance to the Town.

### 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 of Subdivision Approval (Draft Plan Approval) for the file known as “Red Maple”, municipally addressed as 725 Tenth Line.

The Red Maple Draft Plan Approval was scheduled to lapse on March 25, 2025. In this regard, the Town received the extension request on October 9, 2024. The proponent

has requested the Draft Plan Approval be extended for an additional three (3) years. Staff have issued one emergency 30-day extension to the lapsing date under delegated authority to allow the technical review to be completed. The lapsing date is currently April 25, 2025. To ensure Council has time to make a decision, staff anticipate issuance of a second emergency extension which will further extend the lapsing date to May 25, 2025.

The previously approved Red Maple Draft Plan of Subdivision (as of 2014) includes two hundred and seventy-eight (278) residential dwellings. The draft approved plan of subdivision consists of the following elements:

- one hundred thirty-one (131) lots for single-detached units,
- fifty-six (56) lots for freehold (street) townhouses,
- one (1) block for ninety-one (91) condominium townhouses,
- one (1) block for parkland purposes,
- four (4) blocks for servicing connections and trail connections,
- one (1) block for a stormwater management pond,
- one (1) block for open space purposes,
- two (2) blocks for environmental protection,
- two (2) blocks for 0.3 metre reserves, and,
- a number of public roads (streets A through J).

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

- Other important matters of interest to Council and the community.

The unique circumstances and site-specific context of this extension request leave staff challenged to recommend that the request for extension be granted beyond 6 months to, at minimum, allow for the registration of Phase 1 (Block 198) to facilitate conveyance of those lands to the Town and for the applicant to demonstrate progress in other areas. Council may see merit in considering an extension longer than 6 months to be used for staff to undertake a full planning analysis and update of the conditions of draft approval within this Report. The amended report would then be brought back to Council for consideration of an extension that aligns with the SCAP (i.e. 1-3 years).

## 2. Background

The Town has received a Draft Plan Approval Extension Request for the Red Maple Draft Approved Plan of Subdivision, which was due to lapse on March 25, 2025. The draft residential subdivision was originally approved on March 25, 2013 and subsequently extended three (3) times since.

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
- Detailed status of the draft plan conditions relative to a variety of factors
- Input from departmental and agency partners
- Information from the applicant

To enable sufficient time for technical review and the authoring of a report to Committee of the Whole and Council, the Director of Growth and Development has issued one 30-day emergency extension to the lapsing of draft approval under the Town's Delegation By-law 2020-059, as amended. As a result, the new lapsing date is April 25, 2025. One

more 30-day emergency extension is anticipated to extend the lapsing date to May 25, 2025 to allow adequate time for a Council decision.

## **Property Description**

Per Figure 1, the Red Maple Draft Plan of Subdivision is approximately 17.6 hectares in area and the subject lands are located on the east side of Tenth Line between the Georgian Meadows neighbourhood and Taylor Creek. The site is generally flat and mostly cleared of vegetation, except for trees generally associated with lands planned for environmental protection and parks. There is also one constructed model home and foundations for two other model homes at the western end of the site near Tenth Line. The property is municipally addressed as 725 Tenth Line and legally described as Part S1/2 Lot 44 Con 10 Nottawasaga Parts 1 To 13 Plan 51R41606 Inclusive Subject to an Easement Over Parts 7,8 & 10 Plan 51R41606 as in RO1470143 Subject to an Easement Over Parts 9,10,11,12 & 13 Plan 51R41606 as in RO1464201 Town of Collingwood, County of Simcoe.



*Figure 1: 2024 Aerial image of the subject property*

The surrounding land uses include industrial park fronting Mountain Road to the north. To the immediate east is environmental protection lands associated with the Black Ash Creek and trail. Further east are vacant commercial lands (i.e. the Regional Commercial District). To the south is recreation, residential, and environmental protection lands associated with the Georgian Meadows neighbourhood. To the west across Tenth Line is the Blue Mountain Golf and Country Club. Lands to the south of the golf course include the Linksvue Draft Approved Plan of Subdivision and lands to the north of the golf course constitute the Panorama Draft Approved Plan of Subdivision.

## **Subdivision Application History**

The draft residential subdivision was originally approved on March 25, 2013. Actions that have occurred since the original approval are summarized below:

- In 2014, the original approval was granted a redline revision that increased the total number of residential dwelling units from 230 to 278.
- Extensions to Draft Plan Approval were granted in 2016, 2019, and 2022, which included partially updated conditions.
- Conversations between the Town and owners of subdivisions in the west-end of Collingwood have been ongoing for several years regarding the potential for front-ending the costs of upgrades to the Stewart Road Reservoir and associated linear infrastructure. While a draft agreement was prepared prior to the Interim Control By-law (ICBL) and significant water servicing capacity constraints becoming known, consensus on a front-ending agreement under the Town's new approach to municipal servicing allocation has been unsuccessful to date.
- On October 9, 2024, the applicant filed the subject request for Draft Plan Approval Extension in anticipation of the lapse date of March 25, 2025.

## **Proposal**

The Red Maple Draft Plan of Subdivision, originally approved by Council in 2013 and amended in 2014, consists of the following elements identified in Figures 2 and 3:

- one hundred thirty-one (131) lots for single-detached units,
- fifty-six (56) lots for freehold (street) townhouses,
- one (1) block for ninety-one (91) condominium townhouses,
- one (1) block for parkland purposes,
- four (4) blocks for servicing connections and trail connections,
- one (1) block for a stormwater management pond,
- one (1) block for open space purposes,
- two (2) blocks for environmental protection,
- two (2) blocks for 0.3 metre reserves, and,
- a number of public roads (streets A through J).



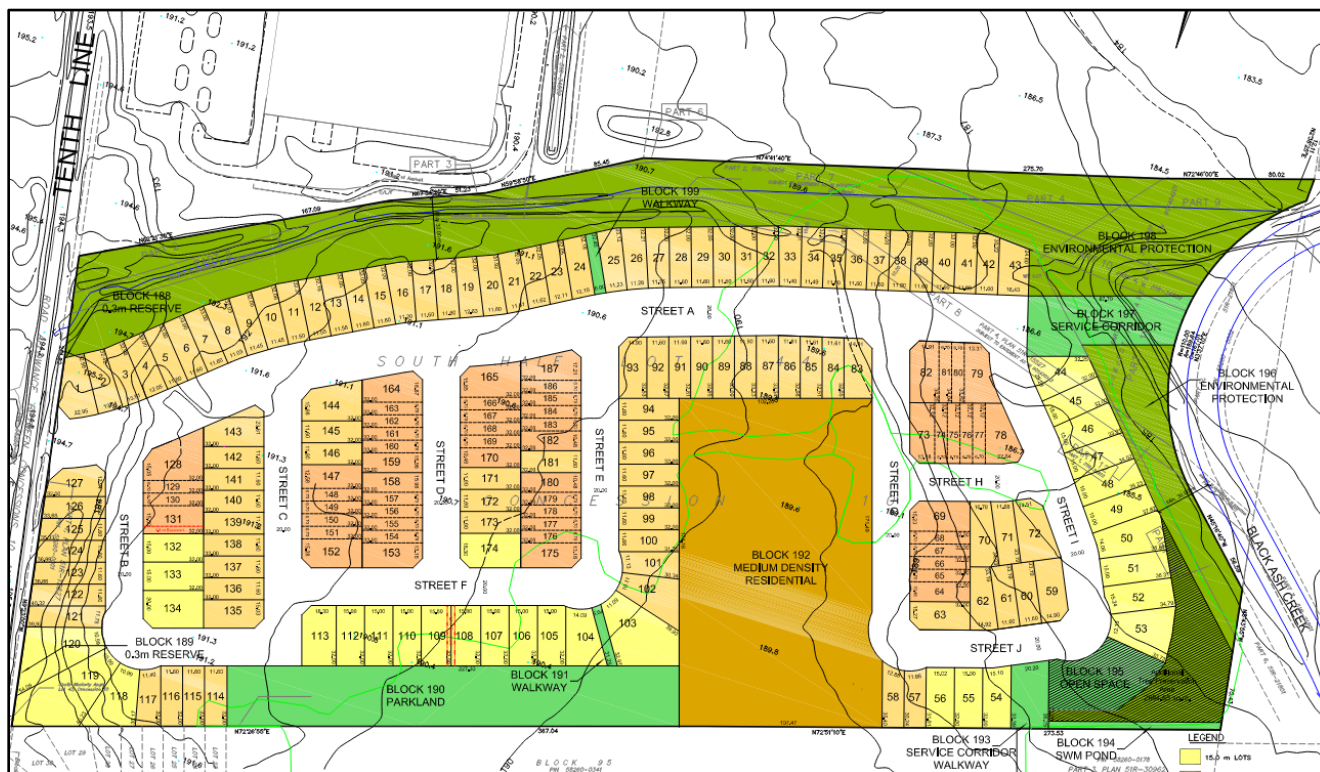


Figure 2: Approved Draft Plan of Subdivision

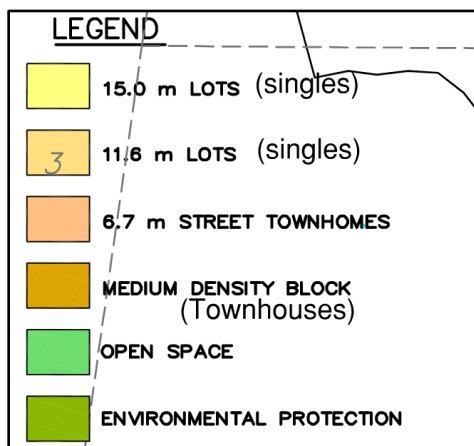


Figure 3: Legend for Figure 2

## 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 resulted in adjustments to the conditions of draft approval in 2022. The conditions require that the block containing the Taylor Creek and associated trail be registered and conveyed to the Town as the first phase of development. This conveyance is important because the creek is the required stormwater outlet for other draft plans of subdivision to the west and industrial development to the north. The trail is also constructed and used by the public. Phase 1 (Block 198) is illustrated in Figure 4.

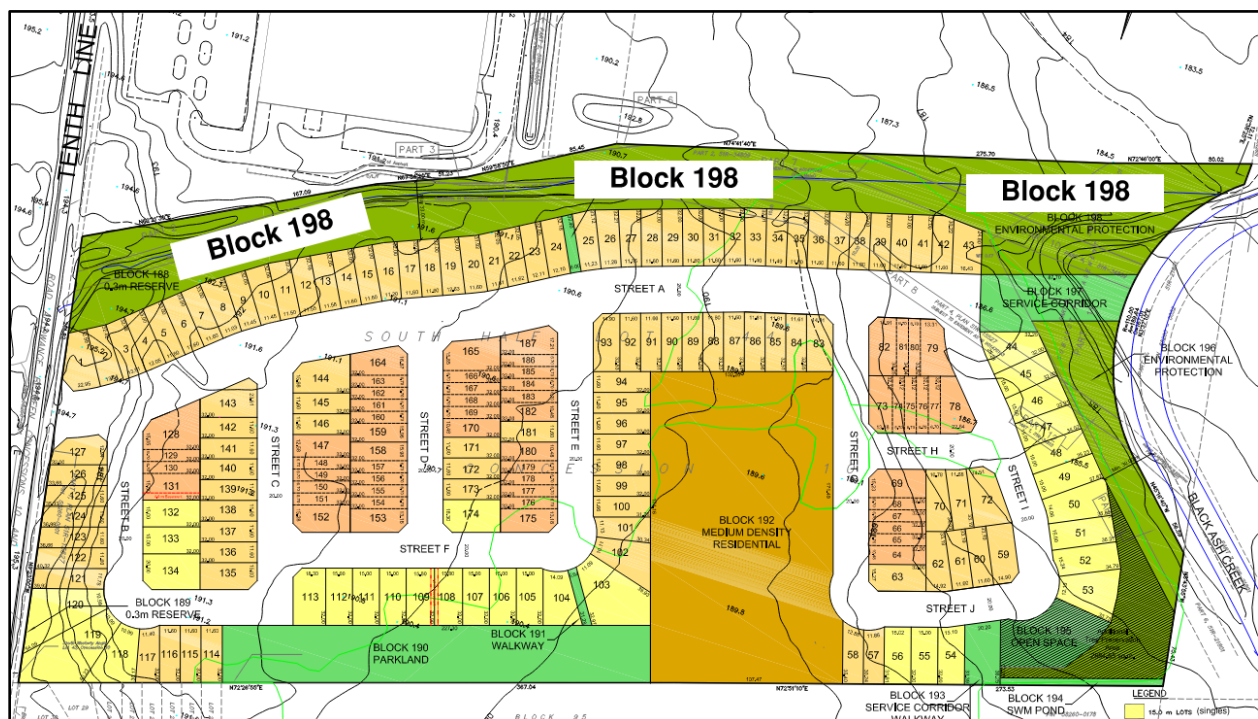


Figure 4: Red Maple Draft Plan of Subdivision with Block 198 (Phase 1) along the northern extent of the lands

Planning Services staff note that the conditions for this Draft Plan of 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, which need to be resolved before final plan approval occurs. The conditions of draft approval are attached to this Report (see Appendix “B”). Given the limited 6-month extension recommended by staff, further updates to the conditions of approval are not recommended at this time. However, should a longer extension be contemplated by Council or through further applications, conditions of draft approval would require updating to meet current technical standards.

## **Progress**

Since the previous Draft Plan Approval extension in March 2022, several significant events have occurred that impact the Red Maple Draft Plan of Subdivision. Firstly, the Town of Collingwood Council approved the 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 and approved by Simcoe County in September 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. The Town’s new 2024 Official Plan policies align approval of draft plans of subdivision and condominium descriptions with the initial three (3) year 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. Those policies in the new 2024 Official Plan are under appeal. Until such time as the policies are in force, the SCAP shall serve as Council’s direction respecting new approvals or requests to extend existing draft approvals. Most other policies in the

new 2024 Official Plan addressing servicing capacity allocation to align with SCAP are in effect.

Actions toward progress identified by the applicant include:

- Previous owners were prepared to enter into a front ending agreement in September 2018 to support the Stewart Road water reservoir
- Previous owners worked on an agreement with the Town addressing the rechannelization of Taylor Creek (work now complete)
- Current owners have enaged with adjacent developers and the Town over the past two years in furthering municipal servicing extensions and Red Maple remains a signifcant contributor to this process and requires coordination with Linksview and Panorama

Planning Services is not satisfied that there are persuasvie extenuating circumstances effecting the proposal, specifcially registration of Block 198 (Phase 1).

### 3. Analysis

#### **Situational Evaluation and Recommendation**

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, Infrastructure Growth and Development staff have confirmed that the best-case scenario would be concurrent construction of the necessary linear and reservoir upgrades with the water treatment plant expansion, with expected completion for both projects in 2030. Further, staff have completed estimated calculations of unit supply required to meet projected population growth needs and have concluded that the development of these lands are not required to meet demand until post 2030 at the earliest, which aligns well with the expected availability of services.

Council may question why an extension was recommended in 2022 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 both the original approval and the most recent extension in 2022, 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 Red Maple Draft Plan of Subdivision against the relevant planning instruments and technical standards until at least 2030. Supporting studies will become further dated over this time, the market as well as policy and legislative contexts are also likely to continue to evolve. Under typical circumstances, staff would suggest that the most expeditious path to ensure good planning for the parcel would be to allow the draft approval to lapse and encouraging the applicant to reapply closer to when servicing will be available. The underlying zoning and official

plan designations would remain on the subject lands despite the lapsing of the draft approved plan.

However, an important consideration with this particular file is the benefits of conveyance of Block 198, containing the Taylor Creek and associated trail. Block 198 is the entirety of Phase 1 of this development. Therefore, staff are recommending that the proponent be provided with a 6-month extension to allow for the registration of Phase 1 and transfer of Block 198 into Town ownership, as well as demonstrate progress in other areas. The consideration of further extension would require a subsequent application, technical evaluation, and if extension is recommended, significant revisions to the conditions of draft plan approval to reflect current standards.

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 proponent may perceive the Town to have acted in bad faith, having entertained an extension in 2022, which staff are challenged to 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.
- The applicant may fail to act on the registration and conveyance of Block 198 within the recommended 6-month extension window. Should the recommended extension or further extensions be refused by Council, expropriation of the Block 198 lands would be a likely consequence.

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.

## **Alternative Options**

Several options are available to Council as it considers the merits of the Extension Request. They are as follows:

- a) Council can grant the Extension Request as submitted by the proponent (i.e. 3-year extension). This would allow the developer's team the opportunity to satisfy the conditions of draft plan approval and enter into a Subdivision Agreement with the Town no later than May 25, 2028.
- b) Council can choose to extend the Draft Approved Plan for a different amount of time, 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. If Phase 1 at minimum is registered within six months and further progress demonstrated, an additional extension could be considered by Council.
- c) Council can choose to further modify the Draft Plan of Subdivision 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 were made at the time of the last extension in 2022. 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 May 25, 2025. Lapsing would result in the need for the developer's team to reapply to the Town with a new application for a Plan of Subdivision should they wish to further develop these lands for urban uses. Staff would note that lapsing of the draft approved plan does not impact the official plan designation or 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 new 2024 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 fully examined 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 (OLT) 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 allowing 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 Red Maple Draft Plan of Subdivision would 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

The unique circumstances and site-specific context of this extension request leave staff challenged to recommend that the request for extension be granted beyond 6 months to, at minimum, allow for the registration of Phase 1 (Block 198) to facilitate conveyance of those lands to the Town and for the applicant to demonstrate progress in other areas. Council may see merit in considering an extension longer than 6 months to be used for staff to undertake a full planning analysis and update of the conditions of draft approval within this Report. The amended report would then be brought back to Council for consideration of an extension that aligns with the SCAP (i.e. 1-3 years).

## 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) Draft Plan of Subdivision approved in 2014, October 2014;
- 2) Draft Plan Conditions approved in 2022, March 2022;
- 3) Agent's Extension Request Cover Letter, October 10, 2024;
- 4) Servicing Capacity Allocation Policy (SCAP) Evaluation, December 8, 2024;

The Red Maple 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 beyond 6 months 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 P2025-10 was forwarded to Department Heads on April 8, 2025 and the content of this report responds to the feedback received.

#### 4. Applicable Policy or Legislation

- *Planning Act* (1990, as amended)
- Provincial Planning Statement (2024)
- Simcoe County Official Plan (2016)
- Town of Collingwood Official Plan (2004)
- Town of Collingwood Official Plan (2024)
- Town of Collingwood Zoning By-law 2010-040

#### 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: | Positive impact on climate<br>change/sustainability (decreases GHG<br>emissions) |

*The proposal furthers the build out and intensification of land within the Town's built boundary contributing to a complete community and reducing urban sprawl.*

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Communication / Engagement: | The Red Maple Draft Plan of Subdivision extension request was circulated to internal and external departments and agencies. |
|---|---|

☐ 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:** Red Maple Draft Approved Plan (2014)

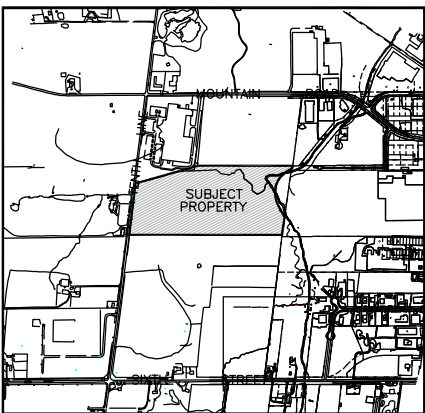
**Appendix B:** Conditions of Draft Plan Approval (2022)

## 7. Approval

**Prepared By:** Justin Teakle, MCIP, RPP, Senior Planner

**Reviewed By:** Summer Valentine, MCIP, RPP, Director, Growth and Development

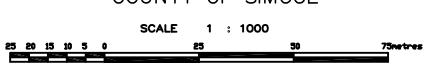
**CAO Comments:**



KEY PLAN

# DRAFT PLAN OF PROPOSED SUBDIVISION

PART OF SOUTH HALF LOT 44  
CONCESSION 10  
(FORMER TOWNSHIP OF NOTTAWASAGA)  
NOW IN THE  
TOWN OF COLLINGWOOD  
COUNTY OF SIMCOE



## OWNERS' CERTIFICATE

WE, THE UNDERSIGNED, BEING THE REGISTERED OWNERS OF THE SUBJECT LANDS HEREBY AUTHORIZE LUCAS & ASSOCIATES TO PREPARE THIS DRAFT PLAN OF SUBDIVISION AND TO SUBMIT SAME TO THE TOWN OF COLLINGWOOD FOR APPROVAL.

DATE: CONSAR DEVELOPMENTS INC.

## SURVEYOR'S CERTIFICATE

I CERTIFY THAT THE BOUNDARIES OF THE LANDS TO BE SUBDIVIDED AND THEIR RELATIONSHIP TO ADJACENT LANDS ARE ACCURATELY AND CORRECTLY SHOWN.

DATE: DAVID PESCE OLS

## ADDITIONAL INFORMATION REQUIRED UNDER SECTION 51(17) OF THE PLANNING ACT

- a) SHOWN ON PLAN
- b) SHOWN ON PLAN
- c) SEE KEY PLAN
- d) SHOWN ON PLAN
- e) SHOWN ON PLAN
- f) SHOWN ON PLAN
- g) SHOWN ON PLAN
- h) MUNICIPAL WATER
- i) SANDY LOAM
- j) SHOWN ON PLAN
- k) MUNICIPAL SANITARY SEWERS
- l) NONE

## METRIC

DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED BY DIVIDING BY 0.3048.

## STATISTICS

	UNITS	%	AREA	%
15.0 M RESIDENTIAL	31	11.15	1.83 ha.	10.41
11.6 M RESIDENTIAL	100	35.97	3.97 ha.	22.57
6.7 M STREET TOWNHOMES	56	20.15	1.64 ha.	9.32
CONDO TOWNHOMES	91	32.73	1.80 ha.	10.23
OPEN SPACE (PARK)			0.77 ha.	4.38
OPEN SPACE (SERVICING CORRIDOR)			0.34 ha.	1.94
OPEN SPACE (SWM POND)			0.04 ha.	0.23
OPEN SPACE (BLOCK 194)			0.16 ha.	0.91
ENVIRONMENTAL PROTECTION			3.26 ha.	18.53
0.3 M RESERVES			0.01 ha.	0.05
ROADS			3.77 ha.	21.43
TOTAL	278	100.00	17.59 ha.	100.00

Lucas & Associates  
Consultants in Planning and Land Development

24 Debra Crescent, Barrie, Ontario L4N 3T1  
(705) 721-9635 Fax (705) 721-7367

DATE: October 16, 2014 DRAWN BY: G.J.L.

DWG NAME: RED LINE DRAFT PLAN OF SUBDIVISION.DWG



**Red Maple Plan of Subdivision extension of draft plan approval as per Resolution No. RES-101-2022 and RES-102-2022 approved by Council on March 21<sup>st</sup>, 2022.**

**Owner: 2721733 Ontario Inc. Town File Nos: D1201212, D124114, D1208217 and D1202521**

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**No.      Conditions**

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1. That this approval applies to the Draft Plan of Subdivision located on Part of the South Half of Lot 44, Concession 10, former Township of Nottawasaga, now Town of Collingwood, County of Simcoe prepared by Lucas & Associates, dated October 16<sup>th</sup>, 2014 and showing a total of:
  - a. 131 single detached residential lots (Lots 1 – 63, 70 – 72, 83 – 127, 132 – 146, 171 – 174 & 181),
  - b. 56 “street” townhouse lots (Lots 64 - 69, 73 – 82, 128 – 131, 147 – 170, 175 – 180 & 182 - 187),
  - c. 1 Block for condominium townhouses (91 units) (Block 192),
  - d. 2 Blocks for environmental protection purposes (Blocks 196 & 198),
  - e. Lands for future public streets (Streets A – J inclusive),
  - f. 2 Blocks for 0.3 metre road reserves (Blocks 188 & 189),
  - g. 1 Block for stormwater management purposes (Block 194),
  - h. 1 Block for parkland purposes (Block 190), and
  - i. 4 Blocks for service corridors and walkways (Blocks 191, 193, 197 & 199).
2. That the Owner shall agree in writing to satisfy all the requirements, financial and otherwise of the Town of Collingwood prior to final approval.
3. That prior to final approval and registration, the appropriate zoning shall be in effect for the proposed subdivision.
4. That the Owner shall enter into a Subdivision Agreement for servicing, development and other necessary matters, satisfactory to the Town of Collingwood or any other appropriate authority before any development or site alteration within the plan, excepting approved remediation works and general site earth works. This agreement may deal with matters including, but not limited to, the following:
  - a. Engineering and conservation works which include municipal services;
  - b. Professional services including preparation of reports, plans, inspections, certifications and approvals;
  - c. Hydro;
  - d. Storm sewers, stormwater management;
  - e. Road widenings and reconstruction;
  - f. Monitoring wells;
  - g. Securities or letters of credit, cash contributions, levies (development charges);
  - h. Emergency services;
  - i. Land dedications and easements, road reserves;
  - j. Noise abatement;
  - k. Fencing, berming, buffer blocks and planting;
  - l. Grading and sodding, signed entry features, parkland and tree preservation; and

m. Warning clauses, hoarding.

The details of which are indicated in correspondence from appropriate commenting agencies and departments.

**4.1. Confirmation of Servicing Capacity (New)**

That the Owner acknowledges and agrees that prior to final approval of all or part of the draft plan, it shall have received confirmation from the Town of Collingwood that sufficient capacity exists in the Water Treatment Plant and Waste Water Treatment Plant to adequately service the development at the time of registration. The Owner further acknowledges and agrees that the determination as to whether there is sufficient capacity shall be made by the Town of Collingwood, in its sole discretion.

**4.2 Servicing Capacity Allocation (New)**

b) That the Owner acknowledges and agrees that the above noted confirmation of servicing capacity does not necessarily entail formal allocation or a guarantee of water or waste water capacity. The Owner acknowledges and agrees that the process requirements associated with formal allocation of servicing capacity shall be at the sole discretion of Town of Collingwood and may be provided through satisfaction of the above noted condition, through provisions to be included in the Subdivision Agreement, and/or through an alternate arrangement.

**4.3 Water Capacity and Building Permit Issuance (New)**

The Owner shall acknowledge and agree in the Subdivision Agreement that building permits will not be issued until the Town is satisfied that adequate water, sewers, utilities and roads are available to the lands, except that building permits may be issued for model homes upon terms and conditions established by the Town.

**4.4. Water Capacity and Access for Fire and Emergency Services (New)**

The Owner shall acknowledge and agree in the subdivision agreement that building permits will not be issued for lands in any stage of development within the draft plan of subdivision until the Town is satisfied there is an adequate water supply for firefighting operations and acceptable access for firefighting equipment and emergency services is available.

**4.5. No Presales - Servicing Capacity (New)**

That the Owner agrees that no pre-sales of residential units may commence until such time as the Town of Collingwood, at its sole discretion, confirms that sufficient capacity exists in the Town of Collingwood Water Treatment Plant and Waste Water Treatment Plant to adequately service the development.

5. That the Subdivision Agreement mentioned above shall be registered against the lands to which it applies as provided for in the Planning Act, R.S.O. 1990.

6. That the Owner shall agree in the Subdivision Agreement that development charges, processing and administrative fees be paid prior to building permit issuance in accordance with the current policies and by-laws of the Town of Collingwood, County of Simcoe and School Boards.

7. That the Owner shall agree that the road allowances shown as Streets "A" through "J"

inclusive on the draft plan shall be constructed and dedicated as public highways, and named to the satisfaction of the Town of Collingwood with regard to 911 emergency servicing and that the Owner agrees in the Subdivision Agreement to display the lot number and corresponding municipal address in a prominent location on each lot.

8. That the Owner shall agree in the Subdivision Agreement that the Owner will be required to complete to Town specifications, at the Owner's expense, the following external works:
  - a. Extend the trunk watermain from its existing location on the Sixth Street at Georgian Meadows Drive to the site at the Tenth Line and the new proposed road, and
  - b. Design and construct the Stewart Road booster facility, if and when required.
9. The owner shall agree in the subdivision agreement to the satisfaction of the Town of Collingwood, to enter into a cost sharing agreement with Mair Mills Village for the necessary Taylor Creek Channelization improvements.
10. Intentionally deleted
11. All temporary turning circles, if required, are to be constructed with a minimum turning radius of 13.0 metres. The property required to construct the temporary turning circles will be dedicated to the Town and will be shown as a Block on the final M-Plan, and will be held by the Town of Collingwood until the roadway is extended.
12. That all roads within the proposed development will be constructed to Town of Collingwood Standards including curb & gutter, hot asphalt, granular, **traffic calming**, storm sewers, sanitary sewer, watermain, subdrains, sidewalks, street lights, traffic signs, driveway approaches, sodded boulevards, boulevard trees and landscaping.
13. That the Owner shall agree in the Subdivision Agreement to provide public walkways, sidewalks, **on-street cycling facilities** and trails to the satisfaction of the Town of Collingwood. This will also include, **but is not limited to**, the Owner constructing a 4.0 metre wide concrete emergency access/trail connecting the lands with the Georgian Meadows development. This access shall be located through Block 193 (service corridor walkway) and will connect Street "J" with Brooke Avenue. The concrete structure, curb cuts and typical section shall be to the satisfaction of the Town of Collingwood.
14. That the Owner agrees that the 0.3 metre road reserves shown as Blocks 188 & 189 shall be deeded to the Town of Collingwood.
15. **Intentionally deleted and replaced with the following:**
  - 15.1 **Parkland Dedication (revised)**  
**That the Owner agrees to enter into an agreement and dedicate Block 190 and/or any other lands within the subdivision to the Town of Collingwood for park purposes, in accordance with Town policies and Section 51.1 of the Planning Act, as amended.**
  - 15.2 **Parkland Design and Improvements**  
**That the Owner agrees to design and provide improvements to the park block(s) to the applicable standard to the satisfaction of the Town of Collingwood.**

16. That prior to final approval, the Owner shall carry out a Traffic Impact Study to the satisfaction of the Town of Collingwood and that the Owner will agree to carry out the recommendations of this study to the satisfaction of the Town of Collingwood.
17. That prior to final approval, the Owner will in the Subdivision Agreement agree to carry out the noise control recommendations outlined in the Environmental Noise Impact Study prepared by Aercoustics Engineering Ltd. dated July 9, 2012 and also to include the appropriate noise warning clauses on the purchase and sale agreements advising that noise may be audible from time to time for those dwellings adjacent to the Tenth Line. The Subdivision Agreement will also provide that the Owner construct an acoustical fence and install landscaping treatments abutting the Tenth Line to the satisfaction of the Town of Collingwood.
18. The Owner agrees in the Subdivision Agreement to the satisfaction of the Town of Collingwood, to enter into an **Advanced Timing Financial Arrangement**, which shall be registered on title, with respect to the construction Stewart Road booster station and the trunk watermain extension outlined in condition 8. This agreement may deal with matters including, but not limited to the following, engineering standards, professional services, scope of work, best efforts for cost recovery from benefiting land owners, Development Charge credits, securities, and recovery for front-ended works.
19. That the Owner shall agree in the Subdivision Agreement that all dedications of land the Town of Collingwood requires shall be at no cost to the municipality.
20. That the Owner shall agree in the Subdivision Agreement to provide fencing to the satisfaction of the Town of Collingwood where required including, but not limited to, interfaces between residential lots and Town owned land such as park lands, open space, walkways, storm water ponds and Tenth Line.
21. That the Owner shall agree in the Subdivision Agreement to relocate the portions of fence on the neighbouring Agnora property to follow the newly established lot line to the satisfaction of Agnora and the Town of Collingwood.
22. That the Owner shall accommodate all existing drainage within and external to the subject plan according to the Town of Collingwood's Stormwater Management Policies and to the satisfaction of the Engineering Services Department, **including consideration of a stormwater harvesting proposal**. Where improvements and/or adjustments to the existing systems are necessary to facilitate this development, it will be the Owner's responsibility to provide the necessary works, including outlet improvements as required.
23. That prior to any site alteration within the plan, the following shall be prepared to the satisfaction of the Nottawasaga Valley Conservation Authority, and the Town of Collingwood:
  - a. A detailed Stormwater Management Report;
  - b. An Erosion Control Plan;
  - c. A detailed Grading Plan;
  - d. A detailed design for Taylor's Creek using natural channel design principles; and
  - e. A detailed Enhancement and Landscaping Plan for the stormwater management pond, drainage corridor and open space blocks.



24. That the Owner shall agree in the Subdivision Agreement, in wording acceptable to the Nottawasaga Valley Conservation Authority, to carry out or cause to be carried out the recommendations and measures contained within the plans and reports set out above.
25. That the Owner shall agree in the Subdivision Agreement, in wording acceptable to the Nottawasaga Valley Conservation Authority, to ensure that all stormwater management facilities and sediment and/or erosion control measures will be in place prior to the creation of impervious areas such as roads and buildings being undertaken.
26. That the Owner shall agree in the Subdivision Agreement, in wording acceptable to the Nottawasaga Valley Conservation Authority, to engage a qualified professional to certify in writing that the works were constructed in accordance with the plans, reports and specifications, as approved by the Conservation Authority.
27. That the Owner shall agree in the Subdivision Agreement, in wording acceptable to the Nottawasaga Valley Conservation Authority, that the necessary drainage easements be established and granted to the Town of Collingwood.
28. That prior to any site alteration or development at this location, required permits, under Ontario Regulation 172/06 and the *Conservation Authorities Act*, will be obtained from the Nottawasaga Valley Conservation Authority and any necessary authorization from the Department of Fisheries and Oceans for any harmful alteration, disruption or destruction of fish habitat.
29. That the Owner shall agree in the Subdivision Agreement to provide storm sewers suitably designed and of sufficient depth to provide for the proper drainage of the lands within and external to the subdivision and to discharge to drainage outlets as directed by and to the satisfaction of the Town of Collingwood.
30. That the Owner shall agree in the Subdivision Agreement to provide sanitary sewers suitably designed and of sufficient depth to provide for the proper collection from the lands within and external to the subdivision as directed by and to the satisfaction of the Town of Collingwood. The design and construction shall include the relocation of a portion of the existing Black Ash trunk sanitary sewer such that it follows the proposed internal road alignment.
31. **Water Distribution System, Design and Modelling (Revision/Addition)**  
**That the Owner shall agree that, in order to provide proper and reliable water distribution systems within the development, reasonable looping of these systems shall be provided to the satisfaction of the Town of Collingwood. The Owner further agrees that the final design of the water system may be subject to review by the Town through the use of water modeling techniques to ensure sufficient flows, at the discretion of the Town, and the Town may require amendments to the design as a result of such modeling.**
32. That the Owner shall agree in the Subdivision Agreement to provide electrical servicing suitably designed and of sufficient capacity to provide for the proper servicing of the lands within and external to the subdivision as directed by and to the satisfaction of **EPCOR Inc.**
33. That the Owner shall agree in the Subdivision Agreement, that such easements and land

dedications as may be required for access, drainage, servicing, stormwater management, utilities and construction purposes shall be designed to the satisfaction of, and granted to the appropriate agencies or authorities, free and clear of all encumbrances to the satisfaction of the Town of Collingwood and all appropriate agencies or authorities.

34. That the Owner shall agree in the Subdivision Agreement to prepare the necessary plans and documents for the removal of existing stormwater easement that will become redundant as a result of the relocation and channelization of Taylor Creek.
35. That the Owner shall agree in the Subdivision Agreement to provide to the Town of Collingwood, a soils report recommending the material necessary for road construction to meet Town standards. This report shall also address any potential groundwater issues as they related to the proposed development of homes, roads and stormwater management facilities.
36. That the Owner shall agree in the Subdivision Agreement to make arrangements to the satisfaction of the Town of Collingwood for a suitable construction traffic route.

**36.1 Construction and Communication Management Plan (New)**

**That the Owner agrees to have prepared and to implement a construction management plan to the satisfaction of the Town of Collingwood prior to any site works or site alteration and shall provide updates for the entire construction process through to issuance of the completion certificate. This Plan shall be the Owner's responsibility to implement at their cost and shall include the following at a minimum:**

- a. **Central coordinating contact and tracking for all community complaints and respective responses;**
- b. **Trades communication and enforcement plan;**
- c. **Project phasing, staging, periods of activity and operating hours including peak times and types of activity;**
- d. **Parking for trades and deliveries;**
- e. **Traffic protection plan for vehicular and pedestrian traffic in accordance with OTM Book 7;**
- f. **Material delivery loading areas, coordination and enforcement;**
- g. **Office space (construction trailer);**
- h. **Working hours;**
- i. **Debris (garbage);**
- j. **Noise and dust control;**
- k. **Importation and exportation of fill or surplus material;**
- l. **Site access and egress;**
- m. **Communications plan for providing notification to and addressing concerns of:**
  - **Immediately adjacent residents;**
  - **Adjacent residents;**
  - **The broader community who may have questions about the development; and,**
  - **Purchasers/New homeowners;**
- n. **Impact mitigation plan for residents affected by off-site servicing; and,**
- o. **A contingency plan that addresses any additional impacts to private or municipal property not foreseen in the construction management plan**

including notification, compensation, and conflict resolution provisions as may be appropriate.

If in the opinion of the Town of Collingwood, the Owner fails to implement the Construction Management Plan and/or fails to update the Construction Management Plan to address concerns raised by the Town, the Town reserves the right to draw upon securities held as part of the subdivision or any agreement to implement the provisions of the Construction Management Plan and/or rectify the concerns for lands owned and not owned by the Municipality. Any amounts drawn from project securities for such implementation shall be replaced within 30 days. The Town shall seek full cost recovery plus appropriate administration fees and disbursements for all efforts as a result of the Owner's failure to perform.

37. That the Owner shall agree in the Subdivision Agreement that prior to final approval, arrangements will be made to the satisfaction of the Town of Collingwood for the relocation of any utilities required by the development of the subject lands to be undertaken at the expense of the Owner.
38. That the Owner will agree in the Subdivision Agreement that prior to final approval, the Owner is to submit a Streetscape and Stormwater Management Landscape Plan to the satisfaction of the Town of Collingwood. The Streetscape/Landscape Plan shall conform to the Town of Collingwood's Subdivision Guidelines and Development Standards and also shall address such matters as the location of driveways.
39. That prior to any tree removal or site alteration, the Owner shall submit an Application to Destroy Trees to the satisfaction of the Town of Collingwood and all site works shall be in strict accordance with the approved Permit and/or associated Agreement.
40. That prior to any tree removal or site alteration, the Owner shall be required to submit a Tree Preservation Plan to the satisfaction of the Town of Collingwood. The Tree Preservation Plan shall be consistent with any and all applicable recommendations of the reports required to be prepared under condition 4.
41. **Intentionally deleted and replaced as follows:**
  - 41.1 **Requirement for Urban Design and Architectural Control Guidelines (Revision/Addition)**

That the Owner agrees to provide, prior any presales of residential units, Urban Design and Architectural Control Guidelines prepared by a qualified Architect, and Landscape Architect as required, for peer review at the applicant's expense. The Urban Design and Architectural Control Guidelines shall be in conformity with the Town of Collingwood Urban Design Manual and any other applicable documents or direction, shall contain graphics and visualizations to assist in application and shall identify an acceptable Control Architect review process, at the owner's expense, all to the satisfaction of the Town of Collingwood.
  - 41.2 **Urban Design and Architectural Control Guidelines - Implementation Provisions (Revision/Addition)**

That the Owner agrees to incorporate and operationalize the Urban Design and Architectural Control Guidelines through implementation process requirements to the satisfaction of the Town of Collingwood.

The Owner acknowledges and agrees that the process requirements associated with implementation of the Urban Design and Architectural Control Guidelines shall be at the sole discretion of Town of Collingwood and may be provided through satisfaction of the above noted condition, through provisions to be included in the Subdivision Agreement and/or through an alternate arrangement.

Matters to be addressed through implementation process requirements may include, but are not limited to, the following:

- selection and hiring of a Control Architect, at the Owner's expense, for review and approval purposes;
- timing, submission and evaluation requirements for Control Architect clearance;
- conflict resolution mechanisms in the event of disputes around Control Architect clearance; and,
- submission of securities needed to address implementation issues, including but not limited to the above.

**41.3. Requirement for Warning Clauses (New)**

That the Owner shall agree in the Subdivision Agreement to provide for any warning clauses deemed necessary by the Town of Collingwood or partner agencies to provide notice of various issues identified by the Town of Collingwood or partner agencies, or that may arise from subsequent review and approvals, in all Offers of Purchase and Sale, lease/rental agreements and/or condominium declarations and similar documents, to the satisfaction of the Town of Collingwood.

**42. Phasing (Revision/Addition)**

*That the subdivision is required to be registered in phases with Phase 1 consisting of the conveyance of Block 198, containing Taylor's Creek, a trail and environmental protection lands, to the Town of Collingwood. Subsequent to Phase 1 the subdivision may be registered in additional phases and/or the Subdivision Agreement between the Owner and the Town of Collingwood may contain phasing arrangements, if required, to the satisfaction of the Town of Collingwood. Phasing arrangements may be required to address a variety of matters, including, but not limited to, staging of services, provision of public facilities, construction access for multi-phased developments and the interrelationship of the proposed development to future phases.*

43. That prior to final approval, the Owner shall carry out an archaeological assessment of those portions of the subject property that had not been previously reviewed in the Stage 1 & 2 Archaeological Assessment prepared by Timmins Martelle Heritage Consultants Inc. dated September 2006, and further to mitigate, through preservation or resource removal and documentation, adverse impacts to any significant archaeological resources found. No tree cutting, stump removal, grading or other soil disturbances shall take place on the subject property prior to the Town of Collingwood and the Ministry of Culture confirming that all archaeological resource concerns have met licensing and resource conservation requirements.

44. That the Owner shall co-ordinate the preparation of an overall utility distribution plan to the satisfaction of all effected authorities and the Town of Collingwood.

45. That the Owner shall agree in the Subdivision Agreement, with wording to the satisfaction of the Simcoe Muskoka Catholic District School Board, to include in all offers of purchase and sale a clause advising prospective purchasers that pupils from this development attending educational facilities operated by the Simcoe Muskoka Catholic District School Board may be transported to / accommodated in temporary facilities out of the neighbourhood school's area.
46. That the Owner shall agree in the Subdivision Agreement, with wording to the satisfaction of the Simcoe County District School Board, to include in all offers of purchase and sale a statement that advises the prospective purchaser that the public schools on designated sites in the community are not guaranteed. Attendance at schools in the area yet to be constructed is also not guaranteed. Pupils may be accommodated in temporary facilities and/or be directed to schools outside the area.
47. That the Owner shall agree in the Subdivision Agreement, with wording to the satisfaction of the Simcoe County District School Board, to include in all offers of purchase and sale a statement that advises the prospective purchaser that school buses will not enter cul de sacs and that pick up points will not be located within the subdivision until major construction activity has been completed.
48. That the Owner shall provide Canada Post with two copies of the above-ground utility coordination plans. Furthermore, that the Owner shall agree in the Subdivision Agreement to the following:
  - a. Work with Canada Post and the Town of Collingwood to determine and provide temporary suitable location prior to occupancy for the placement of the Centralized Mail Facility/Community Mailbox,
  - b. Work with Canada Post and the Town of Collingwood to determine the location of the Centralized Mail Facility/Community Mailboxes and to ensure that they are properly identified on all appropriate maps and plans; and,
  - c. Provide an appropriately sized sidewalk section (concrete pad) where applicable, to Canada Post's and the Town of Collingwood's specifications, any required walkways across the boulevard, and any required curb cuts for wheelchair access for the placement of the permanent Community Mailbox locations and include said requirements on the appropriate plans/maps.
49. That the Owner shall insert the following conditions in the Subdivision Agreement to the satisfaction of Enbridge Gas Distribution:
  - a. Streets are to be constructed in accordance with composite utility plans previously submitted and approved by all utilities;
  - b. The Owner shall grade all streets to final elevation prior to the installation of the gas lines and provide Enbridge Gas Distribution Inc. with the necessary field survey information required for the installation of the gas lines; and,
  - c. The Owner shall provide current Town approved road cross-sections showing all utilities in the configuration proposed for all of the street widths within the development, and the gas locations must be a minimum of 0.6 metres from the street line.
50. The Owner is hereby advised that prior to commencing any work within the Plan, the Owner must confirm that sufficient wire-line communication / telecommunication infrastructure is currently available within the proposed development to provide

communication / telecommunication service to the proposed development. In the event that such infrastructure is not available, the Owner is hereby advised that the Owner may be required to pay for the connection to and/or extension of the existing communication / telecommunication infrastructure. If the Owner elects not to pay for such connection to and/or extension of the existing communication / telecommunication infrastructure, the Owner shall be required to demonstrate to the municipality that sufficient alternate communication / telecommunication facilities are available within the proposed development to enable, at a minimum, the effective delivery of communication / telecommunication services for emergency management service (i.e., 911 Emergency Services).

51. That the Owner shall agree in the Subdivision Agreement to grant any easements that may be required for communication / telecommunication services. Easements may be required subject to final servicing decisions. In the event of any conflict with existing communication / telecommunication facilities or easements, the Owner/Developer shall be responsible for the relocation of such communication / telecommunication facilities or easements.
52. That prior to final approval, a copy of the proposed final plan is to be forwarded to the Town of Collingwood as the Approval Authority for review and approval.
53. That prior to Council enacting and passing a by-law to authorize the Subdivision Agreement the Town of Collingwood, as the Approval Authority, will be advised by the Owner in writing and with supporting documentation how all of the above conditions have been satisfied.

#### Notes to Draft Approval

1. It is the applicant's responsibility to fulfill the conditions of draft approval and to ensure that the required clearance letters are forwarded by the appropriate agencies to the Town, quoting file number **D1201212, D124112, D1208-2-17 and D1202521**
2. It is suggested that the Owner be aware of Section 144 of the Land Titles Act and subsection 78(10) of the Registry Act. Subsection 144(1) of the Land Titles Act requires that a plan of subdivision of land that is located in a land titles division be registered under the Land Titles Act. Exceptions to this provision are set out in subsection 144(2).

Subsection 78(10) of the Registry Act requires that a plan of subdivision of land that is located only in a registry division cannot be registered under the Registry Act unless the title of the Owner of the land has been certified under the Certification of Title Act. Exceptions to this provision are set out in clauses (b) and (c) of subsection 78(10).

3. The Town of Collingwood requires all engineering drawings to be submitted in AutoCAD 14 format as well as hardcopies.
4. All measurements in subdivision final plans must be presented in metric units.
5. All lands to be conveyed must be free and clear of all encumbrances.
6. **Deleted (previous note dealt with water and waste water treatment plant capacities and allocations which are now addressed through conditions 4.1, 4.2)**

7. The Owner will be required to contact Bell Canada's Engineering Department regarding the details for servicing within the subdivision as well as the necessary Letters of Understanding.
8. The Nottawasaga Valley Conservation Authority will require a copy of the executed Subdivision Agreement once it is available.
9. The Owner shall agree, prior to final approval, to pay all development fees to the Conservation Authority as required in accordance with the Nottawasaga Valley Conservation Authority's fees policy, under the *Conservation Authorities Act*.
10. If agency draft plan conditions concern conditions within the Subdivision Agreement, a copy of the Agreement should be sent to them to expedite the clearance of the final plan.
11. The approval of this draft plan is for a period of three (3) years and will lapse on **March 25<sup>th</sup>, 2025**.

If final approval is not given to this plan within the draft approval time period above the draft approval will lapse under subsection 51(32) of the Planning Act. Draft approval may be extended pursuant to subsection 51(33) of the Planning Act but no extension can be granted once the draft approval has lapsed.

If the applicant wishes to request an extension to draft approval a written explanation, together with the completed application form and fee, must be received by the Town sixty (60) days prior to the lapsing date.

12. The Final Plan approved by the Town must be registered within 30 days or the Town may withdraw its approval under subsection 51(32) of the Planning Act, R.S.O. 1990, as amended.

Subject to the conditions set forth above, this Draft Plan is granted an extension of draft approval under Section 51(33) of the Planning Act, R.S.O 1990, Chapter 13, as amended, this 21<sup>st</sup> day of March, 2022.

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MAYOR

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CLERK



## Staff Report PRC2025-02

Committee 2025-04-14

Council 2025-04-28

Amendments ☒

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**Submitted To:** Committee of the Whole | Council  
**Submitted By:** Karen Cubitt, Director, Parks, Recreation & Culture  
**Prepared By:** Jennifer Parker, Manager, Culture & Events  
**Subject:** Mayor's Golf Challenge Beneficiaries

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### Recommendation

**THAT** Staff Report PRC2025-02 Mayor's Golf Challenge Beneficiaries, be received;

**AND THAT** Council approves 50% of the proceeds of the 2025 Mayor's Golf Challenge be allocated to the 2026 Council Grants & Donation budget and the remaining 50% be allocated to the Collingwood & District Special Olympics;

**AND THAT** Council approves 75% of the proceeds of the 2026 Mayor's Golf Challenge be allocated to the 2027 Council Grants & Donation budget and the remaining 25% be allocated to the Collingwood & District Special Olympics;

**AND THAT** Council approves, in the subsequent years, 100% of the proceeds of the Mayor's Golf Challenge be allocated to the Council Grants & Donation budget;

**AND THAT** Council directs Staff to update the 2017 Mayor's Golf Challenge Reserve Policy to reflect the aforementioned changes.

### Amendments

As recommended at the Committee of the Whole meeting dated April 14, 2025, the recommendation has been updated to the following:

**THAT** Staff Report PRC2025-02, Mayor's Golf Challenge Beneficiaries, be received;

**AND THAT** Council approves 30% of the proceeds of the 2025 Mayor's Golf Challenge be allocated to the 2026 Council Grants & Donation budget and the remaining 70% be allocated to the Collingwood & District Special Olympics;



**AND THAT** Council directs Staff to provide a submission in the similar format of current grant programs from the Collingwood and District Special Olympics to be considered within the Mayor's Golf Tournament in future budget processes with regard to maintaining or making an adjustment to the level of support for Collingwood and District Special Olympics.

## 1. Executive Summary

At the March 4, 2024 Council meeting, Council considered different options for allocating funds raised by the Mayor's Golf Challenge deciding that in 2024, 70% of the proceeds be dedicated to the Collingwood & District Special Olympics and the remaining 30% of the proceeds be added to the 2025 Council Grants & Donations budget and dispersed according to the Council Grant Policy.

The 2024 Mayor's Golf Challenge generated a total of \$26,680, with \$18,676 allocated to support the Collingwood & District Special Olympics.

The community's growing demand for financial or in-kind support highlights the importance of ensuring an equitable, transparent, and impactful allocation of funds. The annual Council Grants & Donation budget, guided by the Council Grant Policy, serves as the most equitable approach to addressing these needs.

Recognizing the long-standing and historical relationship with the Collingwood & District Special Olympics, which heavily depends on the Mayor's Golf Challenge as a primary fundraising source, the 2024 amendment reflects this history and acknowledges their significance.

By updating the 2017 Mayor's Golf Challenge Reserve Policy, surplus tournament funds will be redirected annually, in their entirety, to the Council Grants & Donation budget beginning in 2027. This adjustment provides the Collingwood & District Special Olympics with the opportunity to transition their fundraising strategies and/or seek municipal support through a Community Council Grant on an ongoing basis.

## 2. Analysis

### Background

The Mayor's Golf Challenge Reserve Policy as it is currently written requires Council to annually specify a charitable organization located in Collingwood to receive funding. For the 2024 Mayor's Golf Challenge, Council approved allocating a percentage of funding to benefit the Collingwood & District Special Olympics (70%) with the remainder of the funding directed to the Council Grant & Donation budget.

The Council Grant Policy guides the allocation of the Council Grant & Donation budget providing a framework that is transparent and supports the equitable distribution of funds for the greatest community impact. Allocation of funds generated from the Mayor's Golf Challenge to the Council Grant & Donation budget will allow for a greater number of not-for-profit and community organizations to benefit from Council's support, all allocated through a pre-established application and assessment process as per the Council Grant Policy.

For the Collingwood & District Special Olympics, the Mayor's Golf Challenge proceeds provided through the Town's fundraising is their largest contributor, providing support for sports programming. As identified by the Collingwood & District Special Olympics through email correspondence, funds raised are used to cover facility fees and permits, ensuring that athletes in the area have access to the programs and support offered. Additionally, this funding allows athletes to travel to other communities for competitions, proudly representing Collingwood and Region at the provincial level. Funding from all sources enables the Collingwood & District Special Olympics to remain affordable, inclusive, and accessible for all its athletes.

Gradually shifting the funding distribution of the Mayor's Golf Challenge towards 100% allocation to the Council Grant and Donation budget in 2027 will create an opportunity for the Collingwood & District Special Olympics to adapt their fundraising strategy and apply for funding through the regular municipal grant processes in Collingwood as well as any grant opportunities in surrounding municipalities. By updating the Mayor's Golf

Challenge Reserve Policy to redirect funds annually to the Council Grants & Donation budget, the community impact may be broadened, and this adjustment will support a fair, transparent, and equitable allocation process, guided by the Council Grant Policy.

### Financial Impacts

The Mayor's Golf Challenge covers expenses through registration fees and additional proceeds through sponsorship sales. Despite Staff efforts, it is becoming increasingly challenging to meet sponsorship targets due to other community fundraising priorities as well as the current economic uncertainty. Golf registration fees have increased slightly this year to help offset any potential sponsorship deficit. We anticipate net proceeds this year may be down in comparison to previous years, but remain optimistic that it will be in the range of \$20K.

## 3. Input from Other Sources

Department Heads reviewed and provided input on this report at their April 8<sup>th</sup>, 2025, meeting.

## 4. Applicable Policy or Legislation

This report supports Policy FIN-006-06, entitled Mayor's Golf Challenge Reserve.

## 5. Considerations

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Community Based Strategic Plan:               | Consistent with CBSP                        |
| <input type="checkbox"/> Services adjusted if any                                 | N/A   |
| <input type="checkbox"/> Climate Change / Sustainability:                         | Not Applicable                              |
| <input checked="" type="checkbox"/> Communication / Engagement:                   | Advertisement/Notice will be provided       |
| <input checked="" type="checkbox"/> Accessibility / Equity, Diversity, Inclusion: | Other: Equitable to Charities Organizations |
| <input type="checkbox"/> Registered Lobbyist(s) relating to content:              | N/A   |

Next steps and future action required following endorsement: Staff will notify the Collingwood & District Special Olympics of the outcomes of this report and will update Policy FIN-006-06 accordingly.

## 6. Appendices and Other Resources

None.

## 7. Approval

**Prepared By:**

Jennifer Parker, Manager, Culture & Events

**Reviewed By:**

Karen Cubitt, Director, Parks, Recreation & Culture

**CAO Comments:**

☒ Endorsed by (A)CAO/Director of Legislative Services Sara Almas on April 9, 2025 to proceed to COW.

☒ Endorsed by CAO Skinner on April 23, 2025 to proceed to Council, as Amended.



## Staff Report C2025-06

Committee 2025-04-14

Council 2025-04-28

Amendments ☒

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**Submitted To:** Committee of the Whole | Council  
**Submitted By:** Sara Almas, (A)CAO/Director of Legislative Services/Clerk  
**Prepared By:** Sara Almas, (A)CAO/Director of Legislative Services/Clerk  
**Subject:** Council Input for the Development of the 2026-2029  
Collingwood & The Blue Mountains OPP Detachment Action Plan

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### Recommendation

**THAT** Staff Report C2025-06, Council Input for the Development of the 2026-2029 Collingwood & The Blue Mountains OPP Detachment Action Plan, be received;

**AND THAT** Council approve the following as key themes (and action items as defined herein) as important input and considerations for the development of the 2026-2029 Collingwood & The Blue Mountains OPP Detachment Action Plan;

- Community Relationships and Trust Building:
- Substance Abuse, Mental Health and Homelessness:
- Traffic and Road, Waterway & Trail Safety:
- Resource Allocation and Management:
- Cultural Competency and Diversity:
- Environmental and Emergency Preparedness:
- Local Crime Trends and Prevention

**AND FURTHER THAT** a copy of the approved feedback be forward the Collingwood OPP Detachment Board for information.

## Amendments

On April 14, 2025, Committee of the Whole recommended additions to the OPP Detachment Plan consultation and input. As such the following themes will be updated to include the additional recommendations:

Community Relationships and Trust Building:

- Detachment Commander and/or Board Chair make periodic presentations to Council

Traffic and Road, Waterway & Trail Safety

- Bike Patrol (under Traffic and Road, Waterway & Trail Safety) (*in addition to foot patrol*)

Resource Allocation & Management:

- Advocacy for improved delivery time for Vulnerable Sector Checks

## 1. Executive Summary

Police Services for the Town of Collingwood are provided by the Ontario Provincial Police (OPP). Collingwood's Police Service is provided by a Joint OPP Detachment with the Town of The Blue Mountains, through the guidance of two (2) OPP Detachment Boards: Collingwood and the Town of The Blue Mountains.

The Collingwood and The Blue Mountains OPP Detachment Commander Loris Licharson is currently reaching out to Council and community stakeholders in preparation of the development of their 2026-2029 Detachment Plan. Their goal is to ensure that the policing services provided are responsive and reflective of the needs of our two communities.

Staff have identified Action Plan Items based on Collingwood's unique needs, for Council's consideration. This will form Council's feedback to the Detachment Commander for consideration in the Plan development process. This feedback is requested by the end of April. The Detachment Commander will prepare the draft Action

Plan, based on all feedback received through their consultation and present to both Collingwood and The Blue Mountains Police Board's. The Detachment Board has an ongoing mandate to do outreach and consultation with the community. Following the presentation to each Board, the Boards will have 60 days to review and provide final input. The Detachment Commander shall consider the O.P.P. detachment board's comments on the draft, if any, and revise the plan if he or she determines it to be appropriate. The local action plan shall be published on the Internet in accordance with the regulations made by the Minister, if any.

The recommended themes for Council's consideration as their feedback in the development of the local OPP Detachment Action Plan include (specific actions are further identified within the report:

- Community Relationships and Trust Building:
- Substance Abuse, Mental Health and Homelessness:
- Traffic and Road, Waterway & Trail Safety:
- Resource Allocation and Management:
- Cultural Competency and Diversity:
- Environmental and Emergency Preparedness:
- Local Crime Trends and Prevention (A critical component that will be further explored by the Detachment Commander in the development of the plan):

## 2. Analysis

### Background

In our evolution to a Programs & Services based budget, the provision of policing is a significant service within the Community Safety & Standards Program:



This Program areas accounts for 28.5% of the operating budget, which is the program will the greatest cost center with Community Access & Mobility second at 20.4%. It is important to ensure that the best value of taxpayer dollars, and that Programs reflect the needs and vision of the community.

The Community Safety and Policing Act, 2019, S.O. 2019 (the “Act”) addresses the requirements for the local [detachment] action plans (the “Plan”) that is prepared by the Detachment Commander. The Plan shall address at least the following matters:

1. How adequate and effective policing will be provided in the area served by the detachment, in accordance with the needs of the population in the area and having regard for the diversity of the population in the area.
2. The objectives and priorities for the detachment determined by the O.P.P. detachment board and such other objectives and priorities determined by the detachment commander.
3. Quantitative and qualitative performance objectives and indicators of outcomes relating to,
  - i. the provision of community-based crime prevention initiatives, community patrol and criminal investigation services,
  - ii. community satisfaction with the policing provided,
  - iii. emergency calls for service,
  - iv. violent crime and clearance rates for violent crime,
  - v. property crime and clearance rates for property crime,
  - vi. youth crime and clearance rates for youth crime,



- vii. police assistance to victims of crime and re-victimization rates,
- viii. interactions with persons described in paragraphs 4 and 5 of this subsection,
- ix. road safety, and
- x. any other prescribed matters.

4. Interactions with,

- i. youths,
- ii. members of racialized groups, and
- iii. members of First Nation, Inuit and Métis communities.

5. Interactions with persons who appear to have a mental illness or a neuro developmental disability

It is important to note that the Detachment Commander is required to consider the community safety and well-being plan adopted by the municipality, as well as consult with the following:

- (a) his or her O.P.P. detachment board;
- (b) the municipal council of any municipalities that receive policing from the detachment;
- (c) the band councils of any First Nations that receive policing from the detachment;
- (d) groups representing diverse communities in the area that receives policing from the detachment;
- (e) school boards, community organizations, businesses and members of the public in the area that receives policing from the detachment; and
- (f) any other prescribed persons, organizations or groups.

It is important to note that the analysis does not include a review of the community safety and wellbeing plan, as that is the obligation of the Detachment Commander.

2023 – 2025 OPP Detachment Action Plan: The current Plan addresses several priorities that remain important to our community, as identified in Resource 1.

The following three areas of focus were identified in this plan:

Council Input for the Development of the 2026-2029 Local OPP Detachment Action Plan  
C2025-06

- Crime which includes Violent crimes (assaults, sexual assaults and domestic violence), property crimes and illicit drugs (including opioids)
- Roadway, Waterways and Trails
- Community Wellbeing

### **Analysis for the 2026 – 2029 Plan**

Detachment Commander Licharson confirmed he is seeking Council's input to identify overarching key public safety priorities that are impacting our local communities today and over the next few years, and where Council feels the OPP should be focusing their efforts. These priorities will assist in contributing to our Action Plan moving forward, which will help guide their efforts to keep our roads, waterways, trails and neighbourhoods as safe as possible.

It is the responsibility of the Staff Liaison/Resource, to support the development of strategic documents for the Board and the Corporation of the Town of Collingwood. As such, Staff have reviewed a number of strategic plans, master plans, policies as well as the results of the 2024 Statistically Significant Market Research Survey to develop some key focus areas for Council's considerations in their submission to the Detachment Commander.

### **Community Based Strategic Plan (CBSP):**

We believe that Collingwood's Police Services, as a significant cost center for the Town, should be consistent with or have synergies with our mission, values, pillars and goals.

Mission: Working together to provide excellent services, progressive and accountable decision-making, collaboration and advocacy.

Values: Leadership \* Integrity \* Respect \* Excellence \* Financial Stewardship

The key Pillars that reflect support and collaboration with Police Services are:

Connected: Support a Community that is Safe & Well

Key Action: Support homelessness prevention initiatives

Responsible: Continuously drive operational and organizational excellence

The CBSP is a significant document to help guide important strategic decisions for the Town of Collingwood over the next 4 years to support and advance Programs and Services. Synergies and alignment exist throughout the following strategic priorities:

**Community Safety and Well-being** - The strategic plan emphasizes fostering a safe and healthy community. Collaborative efforts with the OPP should focus on enhancing public safety initiatives, addressing mental health crises, and expanding homelessness prevention partnerships.

**Inclusive and Engaged Community** - The strategy calls for fostering an inclusive community that prioritizes belonging and active engagement among residents of all backgrounds. Engagement strategies and community policing efforts can strengthen this objective.

**Sustainable and Resilient Infrastructure:** Integrate climate action plans and enhance emergency management capabilities to mitigate and adapt to climate-related hazards. Collaborate with the OPP on strategies for addressing environmental emergencies and promoting sustainability.

**Transportation and Access** - The strategic plan prioritizes improving transit and active transportation infrastructure, ensuring safe and efficient movement for residents and visitors. Joint efforts with the OPP should enhance road safety and improve traffic flow through strategic enforcement and education.

**Economic Growth and Vitality:** Support a vibrant economy by ensuring safety and security in downtown and waterfront areas, which are essential hubs for tourism and local business. OPP involvement in these areas can help maintain public order and encourage economic activities.

### **Downtown Master Plan (DMP):**

The Plan identified challenges from their research, and in particular the following:

- There is a perception that the Downtown is uncomfortable and there are specific challenges within and around the existing bus terminal and public washrooms.
- The Downtown is perceived as a car-oriented destination, with vehicle traffic creating safety concerns for pedestrians and cyclists.

The DMP Vision develops “Downtown is the heart of Collingwood”. It is to build on the opportunities and address the challenges identified. The Vision reflects and is informed by the Strategic Directions and serves as a compass in directing the collective efforts of the Town, the BIA, and the Collingwood community [included the efforts of the Police] toward the shared goal of creating a vibrant, inclusive, and sustainable Downtown.

**Strategic Direction 01** - Establish a Strong Foundation for Downtown Growth

**Strategic Direction 02** - Celebrate and Connect to Collingwood’s Unique

**Strategic Direction 03** - Establish a Heart in Downtown Collingwood

**Strategic Direction 04** Activate Downtown in the evening and throughout the year

**Strategic Direction 05** Reinforce a Beautiful and Enjoyable Pedestrian Experience

**Action Item 4: Continue to Raise Education and Awareness around Mental Health and Homelessness in the Downtown**

In collaboration with the County of Simcoe, the Simcoe Muskoka District Health Unit and the South Georgian Bay Ontario Health Team, the Town of Collingwood continues to make strong progress in providing key supports and services related to mental health, food access, and homelessness, including a Mental Health Response Unit that includes Mental Health Crisis Workers and trained OPP officers;

**Action Item 6: Continue to Support the Evolution of the Downtown from a Car-Centric to a ‘People-First’ Destination.** Concerns identified were identified with speed, cyclists and pedestrians.

The remaining Strategic Directions and Action Items include elements relating to the importance of ensuring that the Downtown remains a safe space, and welcoming for all patrons.

### **Tourism Master Plan & Economic Development Action Plan**

Both the Tourism Master Plan (TMP) and the Economic Development Action Plan also include the importance of a safe community to attract visitors and investment (and retain investment) in Collingwood.

Trip Advisor identifies health and safety as one of the top three considerations for tourists when determining their destination or rate the satisfaction of a destination attended. Guiding principles of the TMP is ensuring a welcoming and safe community. The EDAP Vision echoes Collingwood as a beautiful and 'safe' setting for investment attraction and retention for business, and it's employees.

### **Market Research Survey**

In 2024, the Town retained the services of Forum Research to conduct a statistically significant survey with input from residents of the Town of Collingwood.

Of the 13 services provided by the Town surveyed, the Police Service rated #4 with 89% of the public rating them between Very & Somewhat Satisfied. ( 1. Fire, 2. Library, 3.Parks & Greenspace). The gap analysis concluded the role of the police service and feeling safe in the community was also a driver of overall satisfaction, and a primary area for maintenance in service versus improvement. However, it also concluded that Roads & Active Transportation is within the top 3 lowest areas of satisfaction. There are a number of ways that the public may believe this to be a problem area, reasons including the condition, maintenance, design, parking, etc. but it also includes speed and vehicle safety for both drivers, cyclists and pedestrians which would benefit of increased visibility.

Other notable concerns identified in the survey include mental health & homelessness, and garbage & cleanliness.

### **Other Related Collingwood Master Plans, and Guiding Documents:**

The following master plans and guiding documents (amongst others), also serve as linkages to important program and service areas where safety is identified as an important feature for its success.

- Parks, Recreation & Culture Master Plan
- Waterfront Master Plan (including the importance of water safety)
- Active Transportation Plan & Cycling Plan
- Multi-year Accessibility Plan
- Sustainable Development Goal 11: Focuses on making cities and human settlements inclusive, safe, resilient, and sustainable

### **Additional Opportunities for Consideration in the Action:**

Through daily municipal operations, future planning, regular interactions with the public, staff, and Police, the following are a list of additional areas for submission to the Detachment Commander.

- Community Emergency Management Support: With the effects of climate change, significant weather events pose a high demand on emergency services at all levels. Police often serve as the first responders who provide immediate assistance and support during severe weather events, and ensuring communication with the Town's Emergency Management Coordinator. As well as, enforcing evacuation orders and ensuring compliance with safety protocols to minimize harm, control traffic flow, establish safe routes, manage road closures to facilitate emergency response and evacuation efforts, amongst other critical supports.

- **Optimizing Response Times:** Ensuring that appropriate regular coverage for the Town of Collingwood is maintained, particularly under instances of staffing constraints, to optimize response efforts and meet our shared objectives of community safety, efficiency and satisfaction.
- **Youth Engagement:** Council has recognized the important of youth involvement in local government. Ensuring that the Police regular interact with youth is important for a number of reasons such as building trust & legitimacy, steering youth away from criminal activities through early intervention, education, and supporting youth at-risk.
- **Waterway & Trails:** With our active waterfront and trails system, and as the Terminals Point development advances, it is important to also ensure the safety of our residents and visitors that use these recreational amenities. Police focus on these areas ensures the safety of individuals using these areas, preventing accidents and providing assistance in emergencies, and deters criminal activities such as illegal dumping, theft, vandalism.
- **Diversity and Inclusion Initiatives:** Engage in diversity training and community outreach programs to enhance mutual understanding and respect.

## **Financial Impacts**

Although this report has no direct financial impact, the Community Safety & Standards Program is the highest operating cost center in the 2025 Budget (\$12,247,647). The Policing Service is \$5,979,167 or 49% of the Program costs. It is important to ensure that Collingwood is getting the best value for their taxpayer dollars.

## **Conclusion / Recommendation**

Policing is a critically important service to ensuring the success and vitality of the Town of Collingwood, it's residents, visitors, businesses, and stakeholders. Based on Collingwood's unique needs and vision, Council recommend the following considerations be submitted to Detachment Commander Licharson for consideration in the development of the draft 2026-2029 Detachment Plan. It is important to note that specific crime data

and statistics as well as the Community Safety & Wellbeing Plan been not been analyzed as part of this report, but will form a critical aspect of the Detachment Commanders assessment in accordance with the Act.

Overarching consideration, consistent with our CBSP, is recognizing the importance of ‘excellence’ in service delivery, collaboration and financial stewardship, while ensuring there is a focus on a community that is safe & well.

### **Themes:**

#### **Community Relationships and Trust Building:**

- Strengthen local community engagement and trust, and increased visibility in the community, in particular the Downtown and waterfront, including increased foot patrols.
- Establish effective communication channels with residents, explore opportunities to use the Farmer Markets and other community events to interact with the community.
- Youth engagement ensuring that the Police regular interact with youth is important for a number of reasons such as building trust & legitimacy, steering youth away from criminal activities through early intervention, education, and supporting youth at-risk. Opportunities exist with collaborative opportunities with our Library Youth programming, Student Mayor of Month Initiative, and co-op and mentoring opportunities for youth development.

#### **Substance Abuse, Mental Health and Homelessness:**

- Continued collaboration with local government bodies, businesses, and community organizations, including the Town’s Internal Homelessness Support Working Group, Simcoe County Alliance to End Homelessness and others.
- Develop or enhance existing programs that address the challenges of substance abuse, particularly in relation to the opioid crisis including homelessness prevention initiatives. Including opportunities to enhance foot patrols and presence in the Downtown and waterfront, to ensure patrons and residents in the



downtown feel safe and help linking individuals in need to the appropriate County of Simcoe Service providers.

- Explore opportunities to enhance the partnerships and optimize responsiveness of the Mental Health Crisis Team, and other supports for mental health interventions and initiatives.

It is important to note that often, police find themselves responding to calls that are complex but not criminal with no chargeable offences. The police are available to the public 24/7, but that does not mean that they are the most appropriate to respond to calls that are often medically or socially complex. In looking at root cause, there is a clear indication that all sectors have a shared responsibility to support our residents' safety and well-being.

#### Traffic and Road, Waterway & Trail Safety:

- Increased visibility and support to improve road, trail and water (in the harbour areas) safety, especially during peak tourist seasons and emergency events.
- Increase enforcement of traffic laws, with a focus on pedestrian and cyclist safety, including enhanced public awareness campaigns, including collaboration with the Town of Collingwood Communication.
- Coordinate an annual meeting (or more frequent if needed) with the Town's Transportation Staff to discuss challenges, concerns, trends and successes to foster our culture for continuous improvement opportunities.

#### Resource Allocation and Management:

- Optimize the use of personnel and resources to meet local needs.
- Implement effective scheduling and deployment strategies for officers to ensure appropriate daily coverage and enhanced presence as may be needed for significant events.
- Be prepared for and explore opportunities to leverage AI and other emerging technologies to support better and more efficient policing services

- Establishing a process to enhance communication and partnership with the Town's Municipal By-law Enforcement Division to create increased synergies in policy development and enforcement.

#### Cultural Competency and Diversity:

- Continue to encourage cultural awareness and sensitivity within the police force including outreach programs to build trust and transparency within diverse community segments.
- Promote inclusion and diversity in recruiting and community interactions.
- Continue to address issues as they arise related to cultural differences and bias in policing.

#### Environmental and Emergency Preparedness:

- Continue to work the Town in the development and updates to plans for dealing with local environmental challenges and natural disasters.
- Collaborate with local emergency services to enhance response capabilities for weather-related incidents and other emergencies.

Local Crime Trends and Prevention (A critical component that will be further explored by the Detachment Commander in the development of the plan):

- Address specific crime issues prevalent in the community (i.e. drugs, theft, fraud, domestic violence, mischief, graffiti, vandalism, etc.)
- Develop targeted crime prevention strategies.
- Engage in proactive policing initiatives to deter local crime.

The above feedback, including any additions or revisions from Council, will be submitted as Council's feedback in response to the Detachment Action Plan consultation, and copied to the Collingwood Police Detachment Board for information.

### 3. Input from Other Sources

- Department Heads and Customer Service Staff provided input into the report

## 4. Applicable Policy or Legislation

- Community Based Strategic Plan
- Downtown Master Plan
- Community Safety and Policing Act, 2019, S.O. 2019

## 5. Considerations

2024-2028 Community Based Strategic Plan: Advances pillar(s) below:

☐ Sustainable ☒ Connected ☐ Vibrant ☒ Responsible

- ☒ Services adjusted if any: Police
- ☒ Climate Change / Sustainability: Not Applicable
- ☒ Communication / Engagement: Not Applicable
- ☒ Accessibility / Equity, Diversity, Inclusion: Consistent with Multi-Year Accessibility Plan
- ☒ Registered Lobbyist(s) relating to content: N/A

Next steps and future action required following endorsement:

The Council approved feedback for the 2026-2029 Local Detachment Plan development process will be submitted to Detachment Commander Licharson, with a copy to be followed to the Collingwood Police Detachment Board for information.

## 6. Appendices and Other Resources

**Resource 1:** [2023-2025 Collingwood/The Blue Mountains OPP Detachment Action Plan](#)

**Resource 2:** [Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1](#)

## 7. Approval

### Prepared By:

Sara Almas, (A)CAO/Director of Legislative Services/Clerk, (A)Executive of Customer & Corporate Services

### CAO Comments:

- ☒ Endorsed by (A)CAO/Director of Legislative Services/Clerk Sara Almas on April 13, 2025 to proceed to COW.
- ☒ Endorsed by CAO Skinner on April 23, 2025 to proceed to Council, as Amended.

Council Input for the Development of the 2026-2029 Local OPP Detachment Action Plan  
C2025-06

Page 15 of 16





## Staff Report T2025-03

Committee 2025-03-31

Committee 2025-04-14

Council 2025-04-28

Amendments ☒

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**Submitted To:** Committee of the Whole | Council  
**Submitted By:** Jennifer Graham, Director, Finance/Treasurer  
**Prepared By:** Lara Janzen, Finance Operations Analyst  
**Subject:** 2025 Council Community Grant Award

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### Recommendation

**THAT** Staff Report T2025-03, 2025 Council Community Grant Award, be received;

**AND THAT** under the Council Community Grant Policy, Council award the eligible 2025 applicants, a dollar amount as calculated based on the average awarded by each member of Council, from the 2025 operating budget, with the total dollar amount awarded being \$99,760.

**AND THAT** Council increase the CCG by approximately \$8,000 from the remaining 2024 Mayor's Golf Tournament proceeds and approve funding of the four in-kind requests that were unsuccessful in the CRCG process prorated to their asks proportionate to the remaining funds available.

### Amendments

#### Amendment No. 2

At the April 4, 2025 Committee of the Whole meeting, Council received the Amended Staff Report T2025-03 Council Community Grant Award (Amendment No. 1 as shown below). At that meeting, Council approved the report unanimously with amendment as follows:

***AND THAT*** Council increase the CCG by approximately \$8,000 from the remaining 2024 Mayor's Golf Tournament proceeds and approve funding the four in-kind requests that were unsuccessful in the CRCG process prorated to their asks proportionate to the remaining available funds.

Proportionate funding results in the following awards:

- Collingwood Minor Hockey Association - \$2,848 (request \$3,500.00). Ice-rental time for 2025 tournament.
- Collingwood United Soccer Cub - \$4,069 (request \$5,000.00). Soccer pitch rental time for 2025 soccer programming including clinics, camps and new festival teams.
- Collingwood Royal Canadian Army Cadet Corps - \$814 (request \$1,000.00). One-day Curling Club facility rental for Annual Ceremonial Review.
- Kiwanis Club of South Georgian Bay - \$509 (request \$625.00). Two evening rentals of Simcoe Street Theatre to host two family film events.

#### **Amendment No 1.**

At the March 31, 2024 Committee of the Whole meeting, Council received the departmental update for the Community Recreation and Culture Grant (CRCG) Results and the Staff Report T2025-03 2025 Council Community Grant Award. At that meeting, Council elected to defer the report and directed as follows:

***AND THAT Council increase the CCG by approximately \$8,000 from the remaining 2024 Mayor's Golf Tournament proceeds, and include the 4 applications that were unsuccessful in the CRCG Grants and Donations for in-kind requests to be evaluated by Council members as part of the 2025 Council Grants & Donations.***

There were four organizations that did not receive the CRCG in-kind grant or a financial grant:

- Collingwood Minor Hockey Association - \$3,500.00. Ice-rental time for 2025 tournament.
- Collingwood United Soccer Cub - \$5,000.00 Soccer pitch rental time for 2025 soccer programming including clinics, camps and new festival teams.
- Collingwood Royal Canadian Army Cadet Corps - \$1,000.00 One-day Curling Club facility rental for Annual Ceremonial Review.
- Kiwanis Club of South Georgian Bay - \$625.00 Two evening rentals of Simcoe Street Theatre to host two family film events.

The total of these in-kind requests is \$10,125.00.

There is an unspent balance of \$240.00 in the CCG Award budget. When combined with the remaining proceeds from the 2024 Mayor's Golf event, the total available funds amount to \$8,240.00.

It is important to note that if Council opts to review the remaining CRCG applications along with the CCG applications, the differing applications and evaluation criteria for each grant stream program may complicate the evaluation process.

Instead of re-evaluating the pending CRCG applications, Council could consider allocating the full amount requested for CRCG in-kind applications, accepting a minor budget shortfall of \$1,885.

With this updated information, Council has the following options:

1. Approve funding of the four in-kind requests that were unsuccessful in the CRCG process totalling \$10,125.00, having small budget shortfall of \$1,885.

**OR**

2. That Council proceed with the evaluation of the remaining four (4) In-kind CRCG Requests.

Note: The summary of the in-kind requests, through the CCG, is attached as Appendix B. There 8 in-kind requests which totalled \$44,747.90. Through the Council evaluation \$24,666.80 was allocated for approval.

## 1. Executive Summary

This report provides Council with the results of the evaluations of the grant applications received, budget available to be awarded and any other relevant information to assist Council in making a decision on the awards to be provided under the Council Community Grant program for 2025.

## 2. Analysis

### Background

Council passed policy FIN-POL-2024-02, Council Community Grant Policy on March 4, 2024. The purpose of this policy is to establish criteria and guidelines for providing Council Community grants or in-kind support of municipal resources through an allocation from the Town's annual operating budget. The objective of the grants and in-kind support is to provide assistance to organizations or individuals that demonstrate a social, economic or environmental benefit to the Town of Collingwood, its citizens or taxpayers and/or support the Town's strategic initiatives. The intent of this policy was to streamline requests going to Council for financial or in-kind support as well as create a fair and transparent process. The budgeted amount for Council Grants this year was \$100,000.

Council also budgeted 2025 funds outside of this grant process to support local initiatives which include the following:

- \$30,000 – Physician recruitment
- \$25,000 – BIA clean up staff moving from part-time to full-time
- \$130,000 – Georgian Bay Accelerator
- \$31,500 – Georgian Triangle Humane Society (GTHS) annual commitment under the 10 year funding agreement

Additionally, Council committed 2025 budget spending for the following amounts in 2024 resolutions.

- \$5,000 – Collingwood Climate Action Team (CCAT) Green Economy Hub (to drawdown on \$100,000 grant budget)
- \$4,500 – Collingwood Girls Hockey Association (COLGHA) in-kind ice fees

The intake period for the Council Community Grant program for 2025 closed February 7, 2025. Staff performed the intake and eligibility evaluation on over 30 applications. Finance and PRC staff worked together to ensure applicants were considered under the correct grant program (PRC ran their Community Recreation & Culture Grant process concurrently).



Finance also worked with Department Heads and staff to confirm availability of in-kind awards. 27 applications were forwarded to Council with an evaluation tool for scoring.

## **Analysis**

Evaluations were received by the Treasurer from all Councillors by March 20, 2025. As per the procedure, staff calculated the average score for each criterion and average total score for each application from the Council scoring received. 24 of the 27 applicants met the minimum threshold of 15 points to be considered eligible. The GTHS, Junior Achievement and Jampa Ling Kadampa Buddhist Centre were ineligible. The scores ranged from 11 to 29 out of a total of a possible 30 points. Staff also calculated the average financial and average in-kind awards submitted from the Councillors. Note that where Councillors declared a conflict, they were excluded from the calculations and where applicants were ineligible, their average awards were redistributed based on the total average scores

Grants will be awarded based on the average awards recommended by Council resulting in all applicants receiving some funding up to the Council budget. The total of the average awards is \$99,760. This allows Council funding to have a broad reach across a large number of initiatives. See Appendix A for details of scoring and awards recommended based on average scores.

## **Financial Impacts**

Awards given are within the current operating budget.

## **Conclusion**

Council has the ability to positively impact more people and organizations while fulfilling the purpose of this grant.

## **3. Input from Other Sources**

Reviewed at Department Heads on March 25, 2025.

## **4. Applicable Policy or Legislation**

FIN-POL-2024-02, Council Community Grant Policy

FIN-SOP-2024-01-Council Community Grants

Both above documents were used in executing the work described in this report.

A number of the applicant's initiatives support the 2024-2028 Community Based Strategic Plan goals including the following:

- Sustainable
  - Work with partners to take action on climate change
- Connected
  - Foster belonging through arts, culture and events
  - Promote Collingwood as a centre for healthy and active living
  - Support a community that is safe and well
- Vibrant
  - Enhance the downtown and waterfront as a place to be

## 5. Considerations

2024-2028 Community Based Strategic Plan: [Choose an item.](#)

☒ Sustainable   ☒ Connected   ☒ Vibrant   ☐ Responsible

☐ Services adjusted if any

Not Applicable

☒ Climate Change / Sustainability:

Positive impact on climate change/sustainability  
(decreases GHG emissions)

☒ Communication / Engagement:

Advertisement/Notice will be provided

☐ Accessibility / Equity, Diversity, Inclusion: Not Applicable

☐ Registered Lobbyist(s) relating to content: [\[add content and meeting dates\]](#)

Next steps and future action required following endorsement:

Award results to be posted publicly by Finance staff. Applicants to be notified in writing and disbursements of financial awards to be made at next payment cycle. Finance staff will also communicate in-kind awards to applicable departments.

## 6. Appendices and Other Resources

**Appendix A:** Council Evaluation Data

**Appendix B:** Evaluation Summary for In-kind Requests

## 7. Approval

**Prepared By:**

Lara Janzen, Finance Operations Analyst

**Reviewed By:**

Jennifer Graham, Director, Finance/Treasurer

**CAO Comments:**

- ☒ Endorsed by CAO Skinner on March 26, 2025 to proceed to COW.
- ☒ Endorsed by (A)CAO/Director of Legislative Services/Clerk Sara Almas on April 13, 2025 to proceed to Council.
- ☒ Endorsed by CAO Skinner on April 23, 2025 to proceed to Council, with Amendment #2.

## Appendix A: Council Evaluation Data

#	Applicant Name	Short Description	AVERAGE TOTAL SCORE	Financial Grant Amount Requested	In-Kind Amount Requeste d	Total Grant Request	Financial Grant Recommended Grant Amount to be awarded	In-Kind Recommended Grant Amount to be awarded	Total Recommended Grant Award
1	Optimist Club	The Mother of All Yard Sales - rental of Curling Club	29.25	0	5,466	5,466		3,283.10	3,283.10
2	Rainbow Club	Pride Festival	28.60	15,000	8,873	23,873	4,748.29	6,193.86	10,942.15
3	TISGB	Programs in Southern Georgian Bay	28.20	15,000	0	15,000	5,291.56		5,291.56
4	Theatre Collingwood	Porchside Festival, \$20k reserve & Rental of Simcoe Street Theatre	27.40	30,000	5,000	35,000	6,885.51	4,014.87	10,900.38
5	SGBay Music Foundation	Jazz and Blues at The Station	27.20	20,000	3,311	23,311	5,919.11	2,230.97	8,150.08
6	SGBJC	12ft LED Menorah	25.80	4,100	0	4,100	1,258.02		1,258.02
7	Home Horizon	Funding will be used to support Home Horizon's 3 main programs; Barbara Weider House, Youth Outreach and Youth Thrive to reach homeless and vulnerable youth in the Georgian Triangle	23.83	20,000	0	20,000	7,225.12		7,225.12
8	Oscar's Place	Subsidy for barrier-free, inclusive children's camp	23.40	18,750	0	18,750	2,604.48		2,604.48
9	CCAT	Four key projects: - Collingwood Climate Lens Pilot - Better Homes, Greener Future - Green Economy Hub Pilot for Southern Georgian Bay - Collingwood Community Climate Action Plan	23.17	32,000	0	32,000	7,894.14		7,894.14
10	BMFA	2025 BMFA's 50th Anniversary Community program	23.00	10,000	3,467	13,467	3,419.34	2,574.56	5,993.89
11	Elephant Thoughts	Mobile Soup Kitchen project	23.00	10,000	0	10,000	3,853.89		3,853.89
12	Admiral Collingwood Elementary School	Woodwork supplies for Black History projects	22.80	3,500	0	3,500	1,193.60		1,193.60
13	Collingwood Music Festival	Expand Collingwood Music Festival	22.67	20,000	0	20,000	6,223.40		6,223.40
14	Hope Chapel	High school lunch program	21.83	10,000	0	10,000	4,042.17		4,042.17
15	Amy Gilbert/My Friend's Closet	Seed funding for Thrift Store associated with My Friend's House	20.67	26,308	0	26,308	4,830.46		4,830.46
16	The Curling Club of Collingwood	Create youth "loaner library"	20.33	6,500	0	6,500	1,389.96		1,389.96
17	John Edwards/Wrestling Night	Rental of Curling Club for event	20.33	0	3,500	3,500		2,989.96	2,989.96
18	Shared Path Consultative Initiative	Indigenous Collaborative Hub	19.60	12,000	396	12,396	2,066.66	172.22	2,238.88
19	Collingwood Off Road Club	Multi-org initiative to plant >400 trees at both Kinsmen and Harbourview Parks in Collingwood	18.50	5,000	0	5,000	2,037.26		2,037.26
20	DOCS on Ice	Doctor Hockey Tournament Fundraiser to support local charities/attract medical professionals to area	18.35	0	8,735	8,735		3,207.04	3,207.04
21	Habitat for Humanity	Funds for new laptops and marketing collateral for Collingwood Restore	18.00	4,500	0	4,500	436.53		436.53
22	Shiladitya Ray/Indo-Canadian Festival	Indo-Canadian event	17.25	20,000	0	20,000	1,785.42		1,785.42
23	Mouse & Ru	High school scholarships	16.50	5,000	0	5,000	1,084.32		1,084.32
24	Alzheimer Society of Simcoe County	Project Lifesaver	16.40	5,000	0	5,000	904.17		904.17
25	GTHS	Pet Pantry	14.00	10,000	0	10,000	-		-
26	Junior Achievement	Two "More than Money" programs for youth in grades 3-6	12.55	2,000	0	2,000	-		-
27	Jampa Ling Kadampa Buddhist Centre	Meditation classes - Liibrary room rental	10.90	0	6,000	6,000		-	-
				\$ 304,658	\$ 44,748	\$ 349,406	\$ 75,093	\$ 24,667	\$ 99,760

**APPENDIX B: T2025-03**

<b>Applicant Name</b>	<b>Short Description</b>	<b>In-Kind Amount Requested</b>	<b>In-Kind Grant Amount</b>	<b>Shortfall</b>
Optimist Club	The Mother of All Yard Sales - rental of Curling Club	5,466.23	3,283.10	2,183.13
Rainbow Club	Pride Festival	8,873.00	6,193.86	2,679.14
BMFA	2025 BMFA's 50th Anniversary Community program	3,466.66	2,574.56	892.10
Theatre Collingwood	Porchside Festival, \$20k reserve & Rental of Simcoe Street Theatre	5,000.00	4,014.87	985.13
SGBay Music Foundation	Jazz and Blues at The Station	3,311.00	2,230.97	1,080.03
John Edwards/Wrestling Night	Rental of Curling Club for event	3,500.00	2,989.96	510.04
DOCS on Ice	Doctor Hockey Tourament Fundraiser to support local charities/attract medical professionals to area	8,735.00	3,207.04	5,527.96
Shared Path Consultative Initiative	Indigenous Collaborative Hub	396.00	172.44	223.56
		<b>44,747.9</b>	<b>24,666.8</b>	<b>14,081.1</b>

**BY-LAW No. 2025-036**  
**OF THE**  
**CORPORATION OF THE TOWN OF COLLINGWOOD**



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BEING A BY-LAW TO APPOINT MEMBERS TO THE  
ACCESSIBILITY ADVISORY COMMITTEE FOR THE  
CORPORATION OF THE TOWN OF COLLINGWOOD

---

**WHEREAS** Council has enacted and passed By-law No. 2015-002, being a by-law to re-establish an Accessibility Advisory Committee for the Town of Collingwood;

**AND WHEREAS** Council of the Town of Collingwood deems it expedient to appoint members to the Accessibility Advisory Committee to fill vacancies in its membership as a result of expiration of membership terms;

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

**1. THAT** Council hereby appoint the following as Members of the Accessibility Advisory Committee for the Corporation of the Town of Collingwood, for a three-year term expiring on March 31, 2028:

1) Sandra Grafe

**2. THAT** this By-law shall come into full force and effect May 1, 2025 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 28<sup>th</sup> day of April, 2025.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK



**EXPLANATORY NOTE  
TO THE CORPORATION OF THE TOWN OF COLLINGWOOD  
BY-LAW No. 2025-037**

By-law No. 2025-037 is a Part Lot Control By-law under the provisions of subsection 50(7) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, and pertains to lands described as Lots 2, 4, 5, 6 and 8, Plan 51M-1267, Town of Collingwood, County of Simcoe.

The purpose of the by-law is to exempt the subject lands from the part lot control provisions of the *Planning Act*. The effect of the by-law will be the creation of 10 separately conveyable semi-detached lots.

As of December 2, 2024, the approval of Part Lot Control applications was delegated to staff. On April 14, 2025, the Director, Growth and Development, as authorized by the *Planning Act* and the Town's Delegation of Authority By-law 2020-059, as amended, exempted the subject lands from the Part Lot Control provisions of the *Planning Act* that would normally apply based on a documented technical analysis. Accordingly, the associated Part Lot Control By-law is now being brought forward to be enacted and passed in a publicly open Council meeting in accordance with the *Municipal Act*.

**BY-LAW No. 2025-037**  
**OF THE**  
**CORPORATION OF THE TOWN OF COLLINGWOOD**



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Being a by-law to exempt a portion of land from the Part Lot Control provisions of the Planning Act.

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**Whereas** subsection 50(7) of the *Planning Act*, R.S.O. 1990 c. P.13, provides that the Council of a local municipality may, by by-law, designate lands not to be subject to part lot control;

**And whereas** it is intended that ten (10) lots for semi-detached dwelling units be created from Lots 2, 4, 5, 6 and 8, Registered Plan 51M-1267;

**And whereas** the Council of the Town of Collingwood is satisfied that the creation of ten (10) lots for semi-detached dwelling units may proceed;

**Now therefore Council of the Corporation of the Town of Collingwood enact as follows:**

1. **That** subsection 50(5) of the *Planning Act*, R.S.O. 1990, c. P.13, shall cease to apply to Lots 2, 4, 5, 6 and 8, Registered Plan 51M-1267, Town of Collingwood;
2. **That** the configuration of lot lines and parcels shall be in accordance with Reference Plan 51R-44848, completed by J.D. Barnes Limited, dated January 27, 2025, and received and deposited on February 19, 2025;
3. **That** this by-law shall remain in force and effect for a period of two (2) years from the date of its passing and shall expire on April 28, 2027.

**Enacted and passed** this 28th day of April, 2025.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk





# Proclamation

- WHEREAS,** 24 million Canadians give their time through formal or informal types of volunteering, contributing close to 5 billion volunteer hours per year; and
- WHEREAS,** Volunteers provide mentorship to our children, support those feeling isolated, beautify our green spaces, fundraise for our charitable organizations; and assist in supporting families, friends, neighbours, and strangers within our community; and
- WHEREAS,** Collingwood's volunteers are individuals, families, workers, retirees, community members of all ages and backgrounds who not only participate in various committees and boards appointed by council, but also contribute to our community to better the lives of people in our Town making Collingwood a beautiful place to live, work and play;

**NOW THEREFORE,** I, Yvonne Hamlin, Mayor of the Town of Collingwood,

**DO HEREBY PROCLAIM** April 27 to May 3, 2025 as "National Volunteer Recognition Week" in the Town of Collingwood, and urge my fellow colleagues and citizens of Collingwood to recognize the crucial role played by volunteers in our community.

**Dated** this 27<sup>th</sup> day of **April 2025**.

A handwritten signature in black ink, appearing to read 'Y Hamlin', is positioned above the printed name of the Mayor.

Yvonne Hamlin  
Mayor, Town of Collingwood



# Proclamation

- WHEREAS,** Earth Day is celebrated globally with the goal of inspiring environmental awareness and promoting the conservation and restoration of our planet's shared natural resources and ecosystems, on which we depend; and
- WHEREAS,** the World Meteorological Organization has determined that 2024 was the warmest year on record: 1.55 °C above preindustrial levels, with extreme weather events responsible for wide ranging socioeconomic impacts affecting food security, population displacement and health; and
- WHEREAS,** the global biodiversity crisis is recognized as an all-encompassing environmental issue with serious consequences for humanity with the Government of Canada committing to halting and reversing biodiversity loss; and,
- WHEREAS,** a stable climate along with biodiverse ecosystems and the services they provide: clean air, water, fertile soil, carbon sequestration and flood and drought mitigation, are foundational for building a healthy community; and
- WHEREAS,** Collingwood officially declared a Climate Crisis in October 2019 to name and deepen our commitment to protecting our economy, our community and our eco systems and enacted the Greener Collingwood Corporate Climate Change Action Plan in 2023 to reduce greenhouse gas emissions and integrate a climate lens and sustainability into the Town's culture; and,
- WHEREAS,** the Town of Collingwood has partnered with local environmental organizations to educate and promote positive environmental actions, including growing our tree canopy, enhancing our urban streams and water quality in Georgian Bay, adopting the Collingwood Pollinator Protection Plan in 2024, and most recently working to create a Community Climate Action Plan.

**NOW THEREFORE,** I, Yvonne Hamlin, Mayor of the Town of Collingwood,

**DO HEREBY PROCLAIM** April 22<sup>nd</sup>, 2025, as "Earth Day" in the Town of Collingwood.

**Dated** this 22<sup>nd</sup> day of April 2025.

A handwritten signature in black ink, appearing to read "Yvonne Hamlin".

Mayor Yvonne Hamlin

April 19 2025

Subject: Urgent Concerns Regarding Sediment Control in New Developments and Impact on Collingwood Harbour Water Quality

Dear Members of Collingwood Town Council,

I am writing to express my serious concerns regarding the evident lack of adequate sediment control measures in new developments and site plans within Collingwood. I have attached photographs as visual evidence of the significant amounts of sediment runoff originating from these sites, which are demonstrably impacting the water quality of Collingwood Harbour.

The attached images clearly illustrate the inadequate or non-existent implementation of best management practices to prevent soil erosion and the migration of sediment into our stormwater systems. This lack of control is leading to the direct deposition of silt and other pollutants into the harbour, threatening its ecological health and recreational value.

It is unacceptable that these preventable issues are allowed to persist. The responsibility for implementing and maintaining effective sediment measures lies squarely with the developers undertaking these projects. Collingwood taxpayers should not bear the financial burden of cleaning catch basins and remediating the environmental damage caused by the negligence of private developers. These costs should be incorporated and enforced through rigorous oversight and approval processes for site plans.

With Earth Day fast approaching, it should not be up to the residents to clean up debris in and around new development but should be the responsibility of the developers.

I urge the Council to take immediate and decisive action to address this critical issue. This includes:

- **Mandating and enforcing stricter and more comprehensive sediment and erosion control measures** in all new development and site plan approvals.
- **Implementing more robust inspection and enforcement mechanisms** to ensure compliance with these regulations.
- **Holding developers accountable** for the costs associated with cleaning up sediment that originates from their sites along with debris cleanup.

Protecting the health of Collingwood Harbour is a shared responsibility, and it is imperative that the Town Council takes proactive steps to safeguard this vital natural asset. Allowing developers to neglect their environmental obligations and then burdening taxpayers with the consequences is unsustainable and environmentally irresponsible.

I request that Council consider this matter with the urgency it deserves and implement the necessary measures to ensure that new developments are environmentally responsible and do not compromise the water quality of Collingwood Harbour.

I look forward to a detailed action plan with both short and long term objectives to address this problem. Who is paying for cleanup of silt and debris off site. What Departments are responsible for the enforcement of Site Plan and Subdivisions agreements.

Sincerely,

Mr Jody LaPlante



Note the different water colours due to sediment from Black Creek.

No silt fence installed, runoff flowing directly to catch basin,





Typical construction debris scatter throughout sites





## Staff Report P2025-11

Committee 2025-04-28

Council 2025-05-12

Amendments ☐

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**Submitted To:** Committee of the Whole | Council  
**Submitted By:** Summer Valentine, Director, Growth and Development  
**Prepared By:** Justin Teakle, Senior Planner  
**Subject:** Proposed Zoning By-law Amendment – 180 Ontario Street  
Town File Number PLZAMA2024125

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### Recommendation

**THAT** Report P2025-11, “Proposed Zoning By-law Amendment – 180 Ontario Street” dated April 28, 2025 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 180 Ontario Street to rezone the subject lands from Deferred Residential (DR) zone to a Holding Twenty-Three Residential Third Density Exception Seventy-Seven zone [(H23)R3-77] to permit an apartment building and to establish site-specific provisions for the apartment building use.

Due to the active appeals to the 2024 Official Plan, should Council pass the Zoning By-law Amendment, it would not come into full force and effect until such time as the Ontario Land Tribunal (OLT) approves the applicable appealed sections of the Town’s



2024 Official Plan. Per Section 24(2) of the *Planning Act*, Council may pass a by-law that does not conform with the Official Plan, but will conform when the amended Official Plan comes into effect.

There has been concurrent evaluation of the site plan, with details to be dealt with through a future Site Plan Control application.

Several changes have been made to the proposal since the public meeting to address technical and public comment as summarized below:

- Changing from a Residential Fourth Density Exception zone to a Residential Third Density Exception zone, resulting in maximum permitted height reduction from 18 metres to 15 metres;
- Enhanced Landscaped Open Space exception - 30% is proposed whereas 25% was originally requested;
- Requirement for a minimum parking space setback from the eastern interior lot line of 2.5 metres to allow for landscaping;
- Minimum and maximum front yard setbacks together with parking required to be located behind the front elevation of the main building to help ensure an attractive streetscape; and
- Parking space length that meets the minimum requirements.

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 has considered input from internal/external commenting agencies and that comments received from the public have been addressed. Therefore, it is recommended that the proposed Zoning By-law Amendment be enacted and passed.

## 2. Analysis

### Background

The Owner, 2374515 Ontario Corporation, has made application to the Town for a Zoning By-law Amendment to permit a four-storey apartment building with 60 residential units together with site specific provisions related to:

- Minimum interior side yard (west);
- Minimum and maximum front yard;
- Minimum landscaped open space; and
- Parking setbacks relative to Ontario Street and the west lot line.

### Property Description

Per Figure 1, the subject property is located on the south side of Ontario Street. The property is generally rectangular in shape and approximately 0.51 hectares (1.26 acres) in size with 43.29 metres of frontage along Ontario Street and currently contains a single storey building with a day care.

Surrounding land uses include:

- North: Community Service lands associated with the Ontario Provincial Police (OPP) Station and Residential Third Density associated with single-detached dwellings fronting Ontario Street and Callary Crescent;
- East: Residential Second Density lands associated with single detached dwellings fronting Minnesota Street;
- South: Residential Second Density lands associated with an EPCOR transformer and rear yards of single detached dwellings fronting Minnesota Street and Residential Third Density and Fourth Density lands comprised of two apartment buildings fronting St. Paul Street;
- West: The Train Trail immediately abuts the entire western lot line of the subject property. Additional lands owned by EPCOR are beyond along with a smaller parcel of land with a telecommunications tower. Further west fronting St. Paul Street are Community Service lands with the County Paramedic Station and Residential Second Density lands with a vacant warehouse building. Lands west

of St. Paul Street are generally designated and zoned Downtown Core Commercial.

The subject property is municipally addressed as 180 Ontario Street and legally described as Pt N1/2 Lt 43 Con 8 Nottawasaga Parts 1,2,3 And 4 51R26401; S/T RO1341473; Collingwood.



Figure 1: 2024 aerial image of the subject property. Source: Simcoe County GIS

## Proposal

The proposed Zoning By-law Amendment (see Appendix “A”) would create a site-specific Holding Twenty-Three Residential Third Density Exception Seventy-Seven [(H23) R3-77] zone to permit a four-storey apartment building with surface parking (see Appendix ‘B’). The proposed site-specific requirements are related to the following:

<b>Zoning Provision</b>	<b>Parent R3 Zone</b>	<b>Proposed R3-77 Zone</b>	<b>Rationale</b>
Minimum Interior Side Yard (West)	7.5 metres	5.0 metres	A 5.0 metre setback allows the building to be built closer to the western lot line, which enables the building and parking to be as far from the eastern lot line shared with the existing low density dwellings as possible. 5.0 metres is also the minimum width required to facilitate a stormwater easement along the western property boundary. 7.5 metres would continue to apply to the eastern lot line.
Minimum Front Yard	7.5 metres	5.0 metres and Maximum Front Yard of 6.0 metres	A minimum 5.0 metres and maximum 6.0 metres setback allows the building to be built closer to the street to provide additional space for amenities and parking behind the building. 5.0 metres is also more consistent with the setback of existing buildings in this block of Ontario street.
Minimum Landscaped Open Space	40%	30%	30% Landscaped Open Space accommodates the proposed built form together with the required parking, while still providing sufficient landscaped open space for plantings and outdoor amenities. Staff consider the 10% reduction

			reasonable in the context of the infill site within walking distance to downtown and immediately abutting a major trail connecting to multiple public open spaces such as Friendship Gardens Park, the Museum, Central Park, and others.
Maximum Entrance (Driveway) Width	15.0 metres	8.0 metres	The maximum entrance (driveway) width of 8.0 metres which has been confirmed as technically sufficient for ingress and egress by Infrastructure Growth and Development staff and is more in keeping with the residential area and the adjacent sidewalk, bike lane, and multi-use trail.

Further to the above, the following two site-specific provisions are also proposed:

- 1) Parking shall be located no closer to the front lot line than the front elevation of the main building.
  - This provision ensures that all parking is setback from the street and that the building will address the street without interceding parking areas.
- 2) A parking space shall be setback a minimum of 2.5 metres from the east interior lot line.
  - This provision ensures that parking spaces are setback from the eastern lot line shared with the existing low density residential dwellings and allows for landscaping to be required through site plan control within the setback area.



The effect of the proposed Zoning By-law Amendment is to permit a four-storey apartment building with 60 residential units (See conceptual rendering in Figure 2 and conceptual Site Plan as Figure 3). The proposal would comply with all other provisions of the parent R3 zone. While not presently envisioned by the applicant as part of the redevelopment, the proposed zoning would permit an accessory day care centre on the first-storey of an apartment building to a maximum of 25% of the Gross Floor Area of the first-storey. The property is currently Zoned Deferred Residential (DR). Deferred zoning applies to lands where the final zone classification is pending the enactment of a Zoning By-law Amendment to the satisfaction of Council.



*Figure 2: Conceptual rendering of proposed apartment building as seen from the northeastern corner of the site near Ontario Street. Source: Cusimano Architect*

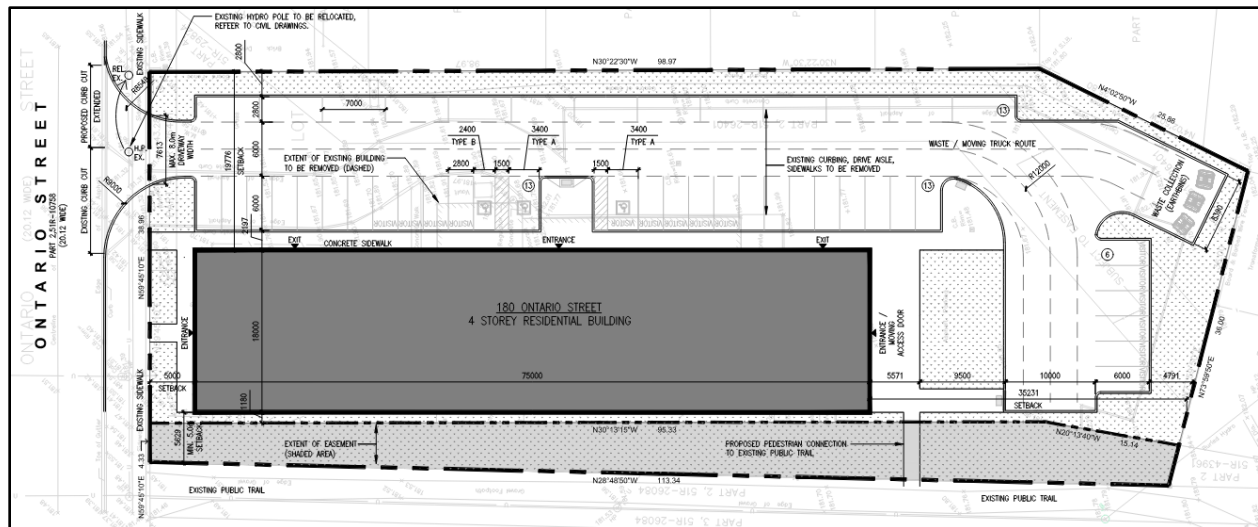


Figure 3: Conceptual Site Plan. Source: Cusimano Architect

At the time of the public meeting, the applicant's request was for a Residential Fourth Density Exception (R4-X) Zone with site-specific provisions for a reduced minimum interior side yard (west); minimum landscaped open space; maximum entrance (driveway) width; minimum number of resident and visitor parking spaces; and minimum parking space length.

Through technical review, it was determined that a Residential Third Density (R3-X) Exception Zone with site-specific provisions would be more appropriate for the subject property. Both zones have similar provisions for an apartment building use, however, the R4 zone permits a maximum height of 18.0 metres whereas the R3 zone permits a maximum height of 15.0 metres, which is in keeping with a four-storey building as proposed and addressing neighbourhood compatibility in part.

As noted by staff at the public meeting, between the application being submitted and the public meeting, Council enacted and passed an amendment to the Zoning By-law that, among other matters related to housing affordability, reduced the minimum required parking for apartment dwelling units anywhere in the Town. This amendment came into force and effect upon County Council approval of the Town's 2024 Official Plan shortly after the public meeting. As a result, no exception to the minimum number of parking spaces is required. The applicant has also amended the proposal to remove the request for a reduced minimum parking space length subsequent to the public meeting.

Further, the conceptual site plan was technically evaluated in parallel with the current Zoning By-law Amendment application, to ensure that matters required to be addressed through zoning to facilitate the future conditional approval of the site plan have been addressed. It should be noted that zoning is not a tool that can be used to control the details of site design, such as fencing, landscaping, waste bins, street furniture, etc. However, these matters will be dealt with through the future Site Plan Control application and should Council have any comments on these elements, staff would encourage their feedback.

### *Holding Twenty-Three (H23)*

Holding Twenty-Three (H23) is an existing Holding Zone symbol in the Town's Zoning By-law that is proposed for the subject property to require the following to be satisfactorily addressed prior to being removed:

- 1) Confirmation and commitment of water and wastewater servicing capacity and allocation to the satisfaction of the Town, including the execution of any required agreement(s); and
- 2) The execution of a site plan agreement to address technical matters, to the satisfaction of the Town.

### *Delayed Force and Effect (2024 Official Plan Appeals)*

Due to the active appeals to the 2024 Official Plan, should Council pass the Zoning By-law Amendment, it would not come into full force and effect until such time as the Ontario Land Tribunal (OLT) approves the applicable appealed sections of the Town's 2024 Official Plan. Further discussion is provided below.

## **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:

- (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;
- (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; and
- (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.

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 market rental housing stock in the Town and include units that tend to be smaller in size and more attainable in price-point. The Town's Affordable Housing Master Plan lists market-rate rentals as the second prioritized housing type after affordable rentals.

Per Section 24(2) of the *Planning Act*, Council may pass a by-law that does not conform with the Official Plan, but will conform when the amended Official Plan comes into effect. As outlined in detail below, the proposal conforms with the 2024 Official Plan.

### **Provincial Planning Statement (2024)**

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.

Section 3 of the *Planning Act* requires that decisions affecting planning matters shall be consistent with policy statements issued under the Act. The Provincial Planning Statement (PPS) was issued under Section 3 of the Act and came into effect on October 20, 2024. It replaces the Provincial Policy Statement (2020) and A Place to Grow: Growth Plan for the Greater Golden Horseshoe (2020). The intent of the PPS is to provide policy direction on matters of provincial interest related to land use planning and development. The 2024 PPS applies to any land use planning decision made after the effective date, regardless of when the application(s) was submitted.

The PPS states that Settlement Areas shall be the focus of growth and development. Development within Settlement Areas shall be based on densities and a mix of land uses which efficiently use land and resources, optimize existing and planned infrastructure, support active transportation, and are transit and freight supportive. The subject property is located in the Town of Collingwood which is a Settlement Area.

The PPS further notes that planning authorities shall support general intensification to promote the achievement of complete communities. Complete communities accommodate an appropriate range and mix of housing options including promoting densities that efficiently use land, infrastructure, public service facilities, support the use of active transportation. Requiring transit-supportive housing development and prioritizing intensification in proximity to transit is also addressed by the PPS.

The proposed development would contribute to the mix of housing options within the community. Most notably, market rental apartments are considered as the second most important development type to address housing affordability in accordance with the Affordable Housing Master Plan. The development would be located on three transit routes, there is a bike lane on Ontario Street in front of the subject property, and a multi-use trail (Train Trail) immediately abutting the subject property to the west. Further, the

subject lands are within easy walking distance of downtown businesses and services. The proposal represents transit and active transportation-supportive housing development.

Planning Services is satisfied that the proposed development is consistent with the **PPS. 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.

The County of Simcoe Official Plan views intensification within settlements as a way to revitalize neighbourhoods, provide for efficient housing supply, 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.

Planning Services is satisfied that the proposed development would contribute towards the achievement of complete communities and compact urban form envisioned for Settlements. 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 (2024)**

- Schedule '1' *Growth Management Plan* designates the subject lands as "Residential Community Areas"
- Schedule '2' *Existing Neighbourhood Plan* designates the subject lands as 'Existing Neighbourhood'
- Schedule '3.1' *Natural Hazards* identifies the subject lands as within the 'Floodplain Limits (NVCA Jurisdiction)' and 'Pretty River Flood Fringe – Two Zone Concept'

#### ***Existing Neighbourhoods Policies***

The Existing Neighbourhoods designation is intended to accommodate attractive neighbourhoods with a variety of residential forms as well as neighbourhood facilities such as elementary schools, parks, places of worship and convenience commercial uses supportive of a residential environment. It is the intent of the Plan to protect and enhance the existing neighbourhoods within Collingwood, while managing their ongoing evolution, including opportunities for sensitive and compatible intensification. It is also the intent of the Town to recognize existing neighbourhoods as areas that consist of primarily low-rise residential house forms that have limited potential to accommodate significant levels of intensification, but that are prime candidates for the introduction of Additional Residential Units and home-based businesses, and intensification of an appropriate form and scale. Permitted uses include residential units in low-rise and mid-rise buildings.

The Existing Neighbourhoods designation also provides general development policies for intensification which are provided below along with staff's rationale as to how the proposed development satisfies these policies:

<b>General Development Policies for Intensification</b>	<b>Proposed Development Conformity</b>
Intensification initiatives will focus primarily on residential infill, small scale redevelopment, and additional/accessory residential units, in accordance with the policies of this Plan and consistent with the associated Urban Design Manual	While the proposal is not small-scale, it is infill that is appropriately scaled for the size of the subject property and its location on a collector road. There are two other apartment buildings (three and two storeys in height) in proximity fronting St. Paul Street.
Avoid parking, driveways and garages along street frontages, including designs that would lead to parking on the boulevard; shall be located away from	No parking is proposed along the street frontage any closer than the main building and the maximum width of the driveway will be restricted to 8.0 metres.

public view and preferably internal to the site, screened by buildings and active transportation infrastructure shall be provided where possible or justifiable by the use and scale of development	
Buildings shall be placed to create a continuous street wall; the setback distance shall be determined with reference to the setback distances of adjacent buildings and provide sufficient transition from private front yards to the public street	The proposed minimum 5.0 metres and maximum 6.0 metres front yard setback will ensure that the building is consistent with the streetscape of the block, while still providing a sufficient transition to the street.
The massing and scale of the development shall be compatible with the existing and planned context	The proposed four-storey building is compatible with the area context. The massing falls outside 45-degree angular planes from the centreline of Ontario Street and the eastern property line abutting existing residential dwellings.
Main entries shall be located on the front of the building/unit and shall be highlighted in the architectural design	A main building entrance facing Ontario Street is indicated on the conceptual site plan and will be required through a future Site Plan Control application.
Ensure that end/corner units display the same level of architectural detail and articulation as that of the main front elevation	The conceptual rendering indicates an intent to provide the same level of architectural treatment on all sides of the building. Planning staff will encourage architectural treatment that considers the existing character of the area in

	accordance with the Town's Urban Design Manual but note the <i>Planning Act</i> no longer permits municipalities to control exterior design through Site Plan Control.
<p>The interface between the front yard and the sidewalk shall be designed with a combination of low fencing, stone walls and/ or hedges and shrubs that enhance the character of the streetscape</p> <p>Detailed landscape treatments shall be coordinated with the main building materials and create a year-round visually appealing presence along the street.</p>	The conceptual site plan provides space for these features which will be required through Site Plan Control.

The Existing Neighbourhoods designation also has compatibility policies that encourage development which is consistent with the Urban Design Manual and that is regulated by suitable provisions in the Zoning By-law to ensure that it is compatible with existing development in the area. Where appropriate, this can include maintenance of existing building heights, setbacks, and separations. While the proposal represents a modest height increase compared to adjacent zones, as outlined above, Planning Services staff are of the opinion that, in accordance with the proposed site-specific provisions, the proposal represents compatible development.

### ***Land Use/Built-Form Specific Policies***

Mid-Rise Buildings shall be a minimum height of 3 storeys and a maximum height of 8 storeys, or 27 metres, whichever is less. Built forms that are Mid-Rise include apartment buildings. The proposed development is a 4-storey building approximately 12.6 metres in height (with the proposed R3 zoning permitting a maximum height of 15 metres). As such, the proposal is considered a Mid-Rise building.

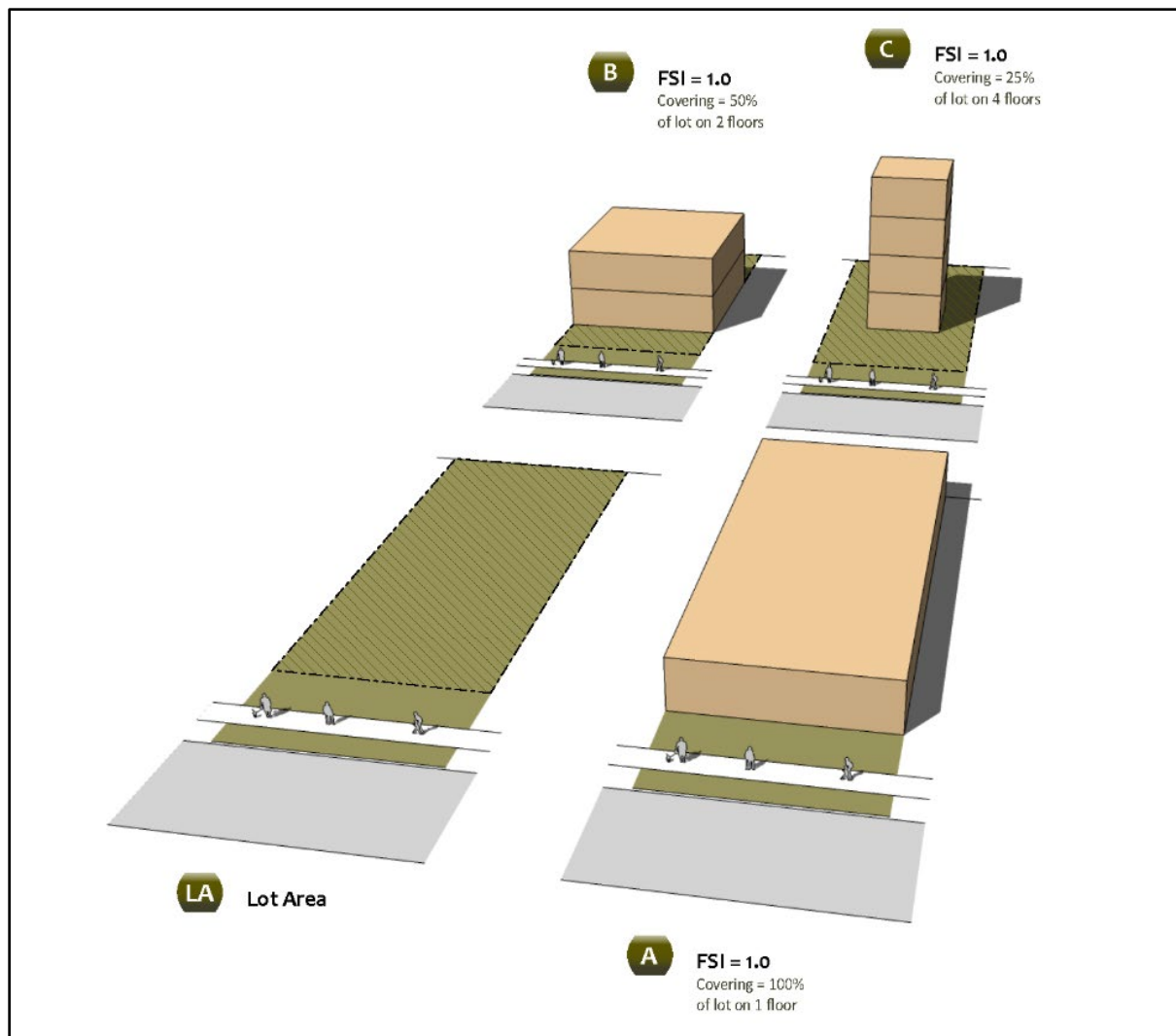
When a site-specific Zoning By-law is under consideration to permit new Mid-Rise Buildings, the proposed development must meet the following criteria, to the satisfaction of the Town:

Mid-Rise Building Criteria	Proposed Development Conformity?
Compatible and sensitively integrated with surrounding land uses. Special measures, such as angular planes, increased building setbacks, or enhanced landscaped buffer strips may be required in order to ensure sensitive integration.	Yes – Angular planes have been provided and reviewed and a minimum parking setback is proposed to facilitate landscaping along the eastern lot line.
Site of suitable size for the proposed development, and provide adequate landscaping, amenity features, buffering, on-site parking and garbage pickup and recycling services;	Yes – Conceptual site plan demonstrates adequate landscaping, amenities, parking, and waste collection.
Be located in proximity to parks, open space and other community facilities, services and amenities;	Yes – The subject property is within walking distance of downtown businesses, services, and amenities. Friendship Gardens Park, the Museum open space, and Central Park are all



	in proximity and linked to the site by the Train Trail.
Have access to utilities and municipal service infrastructure adequate to serve the proposed development;	Yes – utilities and municipal services are available.
Have frontage on a collector or arterial road; and	Yes - Ontario Street is a collector road.
Have convenient access to an existing or planned public transit stop.	Yes –transit stop on the north side of Ontario Street near Minnesota Street which is serviced by the East route, Crosstown route, and the Simcoe County LINX route to Wasaga Beach.
Maximum Density of 3.5 Floor Space Index (FSI)*	Yes - FSI of 3.5 = Maximum Gross Floor Area of approximately 8,150 m <sup>2</sup> . Approximately 5,400 m <sup>2</sup> Gross Floor Area proposed.

\*FSI means the Gross Floor Area of all buildings on a lot divided by the lot area as illustrated in Figure 4 and is a tool to regulate density.



*Figure 4: Illustration of what an FSI of 1.0 could look like in three different built forms on the same lot. Source: City of Toronto*

#### *Official Plan Appeals:*

The proposed Zoning By-law Amendment requires the Mid-Rise and Existing Neighbourhoods policies of the 2024 Official Plan to be in force and effect in order to conform with the Town's Official Plan. All of those policies have been appealed to the Ontario Land Tribunal (OLT). As such, until appeals to those policies are resolved, the Zoning By-law Amendment would not come into force and effect.

#### ***The Pretty River Sub-Watershed - Two-Zone Concept Policies***

Within the Pretty River sub-watershed, the Two-Zone Concept will be employed. As a result, the floodplain associated with the Pretty River shall consist of two zones: the floodway and the flood-fringe. The subject lands are within the flood-fringe. Permitted land uses in the flood-fringe are those identified in the underlying designation (Existing Neighbourhoods). Furthermore, all major development permitted in the flood-fringe shall be subject to Site Plan Control and all uses shall be flood-proofed to the regulatory flood standard.

The Nottawasaga Valley Conservation Authority (NVCA) has reviewed the proposal as the Town's Natural Hazards peer review expert and have no objection to the proposed Zoning By-law Amendment. Further technical details pertaining to natural hazards will be addressed through Site Plan Control and the NVCA's regulatory permitting process. The proposed zoning includes a Holding Symbol, requiring the execution of a Site Plan Agreement before the Symbol can be lifted and a building permit issued. This process provides the safeguard to ensure that flood hazard matters are addressed through detailed site design.

Based on the above, the proposal would conform with the general intent and purpose of the Town's 2024 Official Plan.

### **Town of Collingwood Zoning By-law**

The Town of Collingwood Zoning By-law 2010-040, as amended, zones the subject property as Deferred Residential (DR). Deferred zoning applies to lands where the final zone classification is pending the enactment of a Zoning By-law Amendment to the satisfaction of Council.

The Zoning By-law Amendment proposes to establish a site-specific Residential Third Density Exception Seventy-Seven Zone together with a Holding Twenty-Three Zone [(H23) R3-77] to permit a four-storey apartment building with 60 residential dwelling units. Site specific exceptions and their rationale were previously outlined in the 'Proposal' section of this Report.

With regard to permitted height, the R3 zone permits a maximum height of 15.0 metres, whereas the R4 zone originally sought by the applicant permits a maximum height of 18.0 metres. Per Figure 5, the proposed concept has a height of approximately 12.6 metres. The 15.0 metres permitted in the parent R3 zoning provides some flexibility without encroaching into the 45-degree angular plane. A 45-degree angular plane is a tool used to manage height and building massing in relation to the public spaces and adjacent properties. Keeping building massing within a 45-degree angular plane ensures that taller buildings do not cast excessive shadows on lower buildings or public spaces and also helps to facilitate an appropriate transition between different built forms.



**Figure 5: Conceptual building elevations and angular planes** Source: Cusimano Architect

For context, the single detached dwellings fronting Minnesota Street and St. Paul Street are zoned Residential Second Density (R2) and single detached dwellings fronting Ontario Street in the same block as the subject property are zoned Residential Third Density (R3). In both the R2 and R3 zones, single and semi-detached dwellings have maximum permitted height of 12.0 metres. Therefore, the requested height for the subject property is 3.0 metres more than what is permitted as-of-right on adjacent

residential lots and the concept currently only proposes a height that is 0.6 metres more than what is permitted on adjacent residential lots.

As noted above, an apartment building use is permitted to have an accessory day care centre on the first-storey to a maximum of 25% of the Gross Floor Area of the first-storey. While a day care is not currently proposed as part of the redevelopment, should the concept change, an accessory day care would be permitted on-site.

#### *Parking Provisions:*

As outlined in the following table the proposal provides the minimum number of required parking spaces:

Required	Number of Parking Spaces Proposed
Minimum 0.5 spaces per unit plus an additional 0.25 spaces per unit for visitor parking:  0.5 x 60 units = 30 spaces  0.25 x 60 units = 15 spaces  <b>45 spaces total</b>	45 spaces

#### **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**

Due to the active appeals to the 2024 Official Plan, should Council pass the Zoning By-law Amendment, it would not come into full force and effect until such time as the Ontario Land Tribunal (OLT) approves the applicable appealed sections of the Town's 2024 Official Plan. Per Section 24(2) of the *Planning Act*, Council may pass a by-law that does not conform with the Official Plan, but will conform when the amended Official Plan comes into effect.

There has been concurrent evaluation of the site plan, with details to be dealt with through a future Site Plan Control application as outlined in this Report.

Several changes have been made to the proposal since the public meeting to address technical and public comment as summarized below:

- Changing from a Residential Fourth Density Exception zone to a Residential Third Density Exception zone, resulting in maximum permitted height reduction from 18 metres to 15 metres;
- Enhanced Landscaped Open Space exception - 30% is proposed whereas 25% was originally requested;
- Requirement for a minimum parking space setback from the eastern interior lot line of 2.5 metres to allow for landscaping;
- Minimum and maximum front yard setbacks together with parking required to be located behind the front elevation of the main building to help ensure an attractive streetscape; and
- Parking space length that meets the minimum requirements.

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 has considered input from internal/external commenting agencies and that comments received from the public have been addressed. 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, third-party peer reviewers, and external 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 [April 2024], [KLM Planning];
- Draft Zoning By-law Amendment [April 2024, last March 2025], [KLM Planning];
- Conceptual Site Plan [April 4, 2024, last revised November 6, 2024], [Cusimano Architect];
- Flood Hazard Study [April 10, 2024], [Crozier & Associates Inc.];
- Functional Servicing and Preliminary Stormwater Management Report [March 2024], [Crozier & Associates Inc.];
- Parking Justification Study [April 2024], [Crozier & Associates Inc.];
- Phase I Environmental Site Assessment [April 9, 2024], [Crozier & Associates Inc.];
- Transportation Impact Study, [April 2024], [Crozier & Associates Inc.];
- Conceptual 3D Rendering, [August 19, 2024]; [Cusimano Architect];
- Angular Plane Diagrams, [March 7, 2025]; [Cusimano Architect]; and
- Property Survey, [Patten & Thomsen Limited].

Third-party peer review was undertaken for traffic, landscape architecture, and natural hazards. The following peer review reports were provided:

- Traffic [June 12, 2024], [R.J. Burnside & Associates Limited];
- Landscape Architecture [June 21, 2024, last revised December 6, 2024], [SGL Planning & Design Inc.]; and
- Natural Hazards [September 24, 2024], [NVCA].

The Town held a Statutory Public Meeting regarding the proposed Zoning By-law Amendment on September 23, 2024. Fourteen people provided oral submissions at the

public meeting. The Public Meeting minutes are attached to this Report as Resource '1'. Furthermore, ten people submitted written comments (see Appendix 'C'), including two comments in support of the proposal noting the proposal would be a good use of the lands and that there is a high demand for additional housing, specifically apartments in the community. The oral and written comments raised by the public cited concerns generally related to height, parking/traffic, noise, community character/architecture, soil contamination, flooding, drainage, loss of the existing day care, environmental impacts, impacts to light/views, and radiation levels from the existing telecommunications tower. In response to the concerns raised, staff offer the following:

**Height:** The proposal meets the requirements of the 2024 Official Plan for compatibility of a mid-rise building. The proposal has also been changed from a R4 exception zone (permitting a maximum height of 18.0 metres) to a R3 exception zone (permitting a maximum height of 15.0 metres). Angular plane diagrams submitted in support of the proposed development demonstrate the proposal does not impact the 45-degree angular planes from the eastern lot line or the centreline of Ontario Street. The proposed zoning would permit a maximum height that is 3.0 metres more than the permitted as-of-right height on adjacent properties, with the current concept being only 0.6 meters greater.

**Parking/Traffic:** The proposal demonstrates that the minimum required parking can be provided on-site. The original application required site-specific parking exceptions, however Council subsequently reduced the minimum required parking for apartment dwellings Town-wide since that time and the proposal now complies with the Zoning By-law, as amended. The original proposal also included shorter parking spaces, which is no longer being requested. The proposed parking spaces satisfy the minimum 6.0 metres in length. A Traffic Impact Study was submitted and peer reviewed by R.J. Burnside and Associates Limited, and no concerns were identified. The location also provides ample opportunity for the use of public transit and active transportation to reach community amenities and services.



**Noise:** The proposal is fully residential and currently there is no accessory commercial or other non-residential uses proposed. There is no reason to suspect that the use would cause incompatible noise levels for existing residents in the area. Waste collection would likely occur once per week which is consistent with the County of Simcoe weekly curbside collection services. The property (like all others) would be subject to compliance with the Town's Noise By-law. A Noise Impact Study will be required in support of the future Site Plan Control application, which will be peer reviewed by the Town's third-party noise consultant to confirm acceptable noise levels associated with HVAC equipment. Any pertinent noise abatement requirements would be incorporated into the Site Plan Agreement.

**Community Character/Architecture:** A number of site-specific provisions outlined above are intended to ensure that the proposal is appropriate to the existing neighbourhood context. The proposal complies with the compatibility criteria in the Town's 2024 Official Plan for Mid-Rise Buildings and intensification within the Existing Neighbourhoods designation and will be subject to further review against the Town's Urban Design Manual as part of a future Site Plan Control application process. While architectural style can no longer be controlled for development on properties that are not subject to a heritage designation, staff will continue to encourage an architectural style that aligns with the Urban Design Manual through Site Plan Control. It should also be noted that there are two existing apartment buildings on St. Paul Street in close proximity to the subject property.

**Soil Contamination:** A Phase I Environmental Site Assessment (ESA) was submitted in support of the application and reviewed by Infrastructure Growth and Development staff to the satisfaction of the Town. While no evidence of actual environmental contamination was found, a Phase II ESA will be required in support of the future Site Plan Control application, in accordance with the Phase I recommendations, to confirm the site is clear of any potential sources of contamination. As previously noted, development cannot proceed before a Site Plan Agreement is executed and the Holding Symbol lifted, ensuring that site contamination will be examined and if necessary, addressed.

**Flooding:** As noted above, the site is located within the Pretty River Flood Fringe. A Flood Hazard Study was submitted in support of the application. The NVCA has reviewed the proposed Zoning By-law Amendment as the Town's Natural Hazards peer review expert and they have no concerns with the proposal. Similarly, Site Plan Control and Conservation Authority permits are requirements for this proposal and will ensure that flood hazard matters are addressed.

**Drainage:** A preliminary stormwater management report was submitted in support of the application and reviewed by Infrastructure Growth and Development staff to the satisfaction of the Town. A final stormwater management report will be required in support of the future Site Plan Control application to ensure that appropriate drainage will be provided for the proposed development and that any existing conditions, such as drainage onto the property from adjacent properties is addressed without negative impacts. The Town will also be relocating the existing Minnesota Drain storm sewer, which currently crosses the eastern side of the property into a proposed easement on the western side of the property, adjacent to the Train Trail. This work is anticipated to be completed this year and as noted in other sections, will be required to be addressed in the Site Plan Control agreement in advance of any redevelopment.

**Loss of the Existing Day Care:** It is recognized that the existing day care is an important community asset. While the Town can permit the use of a day care through the proposed zoning on the subject property (an accessory day care would continue to be permitted under the proposed zoning), the Town can't require a day care to continue to operate on-site. The Town's Economic Development staff have been connected with the existing day care operators, should they require assistance in seeking another suitable location. The developer does not have a specific timeline for the continued operation of the existing day care on site. Staff understand that the applicant considered incorporation of the day care into the redevelopment, but were challenged to accommodate the use in accordance with Ministry requirements such as appropriate outdoor space.

**Trees and Environmental Impacts:** There are no identified natural heritage features on the subject property. Landscaping with native species will be required and a 30% tree canopy coverage at maturity will be sought through the future Site Plan Control application, supported by an arborist report and landscape plan to evaluate the health of existing trees for preservation and new plantings. A minimum 2.5 metre setback from the eastern lot line to the proposed parking area will ensure there is suitable space for landscaping along the eastern lot line. The proposal has macro environmental benefits, representing intensification in an existing built-up area and would provide additional dwellings in close proximity to transit, active transportation routes, and community services and amenities, reducing vehicle reliance and urban sprawl.

**Impacts to Light/Views:** Further to the height commentary above, the proposal would permit a height that is 3.0 metres more than adjacent properties. Additionally, the submitted angular plane diagrams demonstrate the building massing is appropriate and outside the 45-degree angular plane from the eastern lot line, which would minimize shadows on the existing, adjacent residential properties. Planning staff are of the opinion that the proposal represents compatible development and will not adversely impact neighbouring residential properties. There are no policies or planning tools to protect views from one private property to another.

**Telecommunication Radiation Levels:** There is an existing telecommunications tower on Ontario Street near the subject lands and west of the Train Trail. Telecommunication towers and radiation levels are regulated by the Federal Government, specifically Innovation, Science and Economic Development Canada (ISED). There are no changes proposed to the existing telecommunications tower as a result of the proposed development.

In addition to the above public comments, at the Public Meeting members of Council inquired about the proposed location of the waste bins and whether they could be relocated closer to the Train Trail, the size and type of dwelling units, and whether electric vehicle charging stations are proposed. These specific matters of site layout and design would be confirmed and addressed through the future Site Plan Control

application. Staff have heard Council's concerns and will take them into account when reviewing the Site Plan Control application.

Report P2025-11 was forwarded to Department Heads on April 22, 2025, and the content of this Report responds to the feedback received.

#### 4. Applicable Policy or Legislation

- *Planning Act* (1990, as amended)
- Provincial Planning Statement (2024)
- Simcoe County Official Plan (2016)
- Town of Collingwood Official Plan (2024)
- Town of Collingwood Zoning By-law 2010-040

#### 5. Considerations

2024-2028 Community Based Strategic Plan: Advances pillar(s) below:

- |  |   |  |                                      |
|--|---|--|--------------------------------------|
| <input checked="" type="checkbox"/> Sustainable  | <input checked="" type="checkbox"/> Connected | <input checked="" type="checkbox"/> Vibrant  | <input type="checkbox"/> Responsible |
| <input type="checkbox"/> Services adjusted if any  |   | Not applicable   |                                      |
| <input checked="" type="checkbox"/> Climate Change / Sustainability:   |   | The proposed development represents intensification within an existing built-up area near active transportation routes, transit, and community services and would contribute toward a compact and complete community and reducing vehicle reliance and urban sprawl. |                                      |
| <input checked="" type="checkbox"/> 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 Today online newspaper and circulated to property owners within 120 metres of the subject property. A Public Meeting was held on September 23, 2024. |   |  |                                      |
| <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:

- Notice of Passing By-law prepared and circulated/published
- 20-day appeal period
- Will not come into force or effect until the appeals to the 2024 Official Plan are resolved
- Future Site Plan Control application
- Future Removal of Holding Zone application

## 6. Appendices and Other Resources

**Appendix A:** Zoning By-law Amendment

**Appendix B:** Preliminary/Conceptual Site Plan

**Appendix C:** Written Public Comments

**Resource 1:** [Public Meeting Minutes](#)

## 7. Approval

**Prepared By:**

Justin Teakle, MICP, RPP  
Senior Planner

**Reviewed By:**

Lindsay Ayers, MCIP, RPP  
Manager, Planning

**Submitted By:**

Summer Valentine, MCIP, RPP  
Director, Growth and Development

**CAO Comments:**

☒ Endorsed by CAO Skinner on April 23, 2025 to proceed to COW.



**EXPLANATORY NOTE**  
**TO THE CORPORATION OF THE TOWN OF COLLINGWOOD**  
**BY-LAW No. 2025-0XX**

By-law No. 2025-0XX 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 for or except for such purposes as may be set out in the By-law.

The purpose and effect of the proposed Zoning By-law Amendment is to rezone 180 Ontario Street from the Deferred Residential (DR) zone to Holding Twenty-Three Residential Third Density Exception Seventy-Seven [(H23)R3-77] zone to permit an apartment building together with site-specific provisions.

The By-law will be in conformity with the 2024 Official Plan of the Town of Collingwood, as amended, when the applicable policies are no longer subject to appeal and come into effect. Section 24(2) of the *Planning Act* allows a council to pass a by-law that does not conform with the official plan but will conform once the amendments come into effect.



**BY-LAW No. 2025-0XX**  
**OF THE**  
**CORPORATION OF THE TOWN OF COLLINGWOOD**



---

BEING A BY-LAW UNDER THE PROVISIONS 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 approved 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 County of Simcoe approved a new 2024 Official Plan on September 24, 2024;

**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 2024 Official Plan of the Town of Collingwood;

**AND WHEREAS** this by-law will come into effect once the applicable 2024 Official Plan policies are no longer subject to appeal and come into effect in accordance with Section 24(2) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended;

**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 September 23, 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** Schedule “A” of Collingwood Zoning By-law No. 2010-040, as amended, is hereby further amended in accordance with Schedule “1” attached hereto by rezoning said lands from the DEFERRED RESIDENTIAL (DR) ZONE to a HOLDING TWENTY-THREE RESIDENTIAL THIRD DENSITY EXCEPTION SEVENTY-SEVEN (H23) R3-77 ZONE.
2. **THAT** Section 6.5 titled Residential Exception Zones of the Collingwood Zoning By-law No. 2010-040, as amended, is hereby amended in part by adding the zone classification of RESIDENTIAL THIRD DENSITY EXCEPTION SEVENTY-SEVEN (R3-77) ZONE with the provisions as follows:

RESIDENTIAL THIRD DENSITY EXCEPTION SEVENTY-SEVEN – R3-77 ZONE

The following zoning exceptions shall apply:

Minimum Front Yard:	5.0 m
Maximum Front Yard:	6.0 m
Minimum Interior Side Yard (west):	5.0 m
Minimum Landscaped Open Space:	30%

Notwithstanding Provision 5.3.2.2, the maximum entrance width shall be 8.0 m.

A parking space shall not be located closer to the front lot line than the closest exterior wall projection of the main building.

A parking space shall be setback a minimum of 2.5 m from the east interior lot line.

- 3. **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.
- 4. **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 2024 Official Plan for the Town of Collingwood coming into force 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.

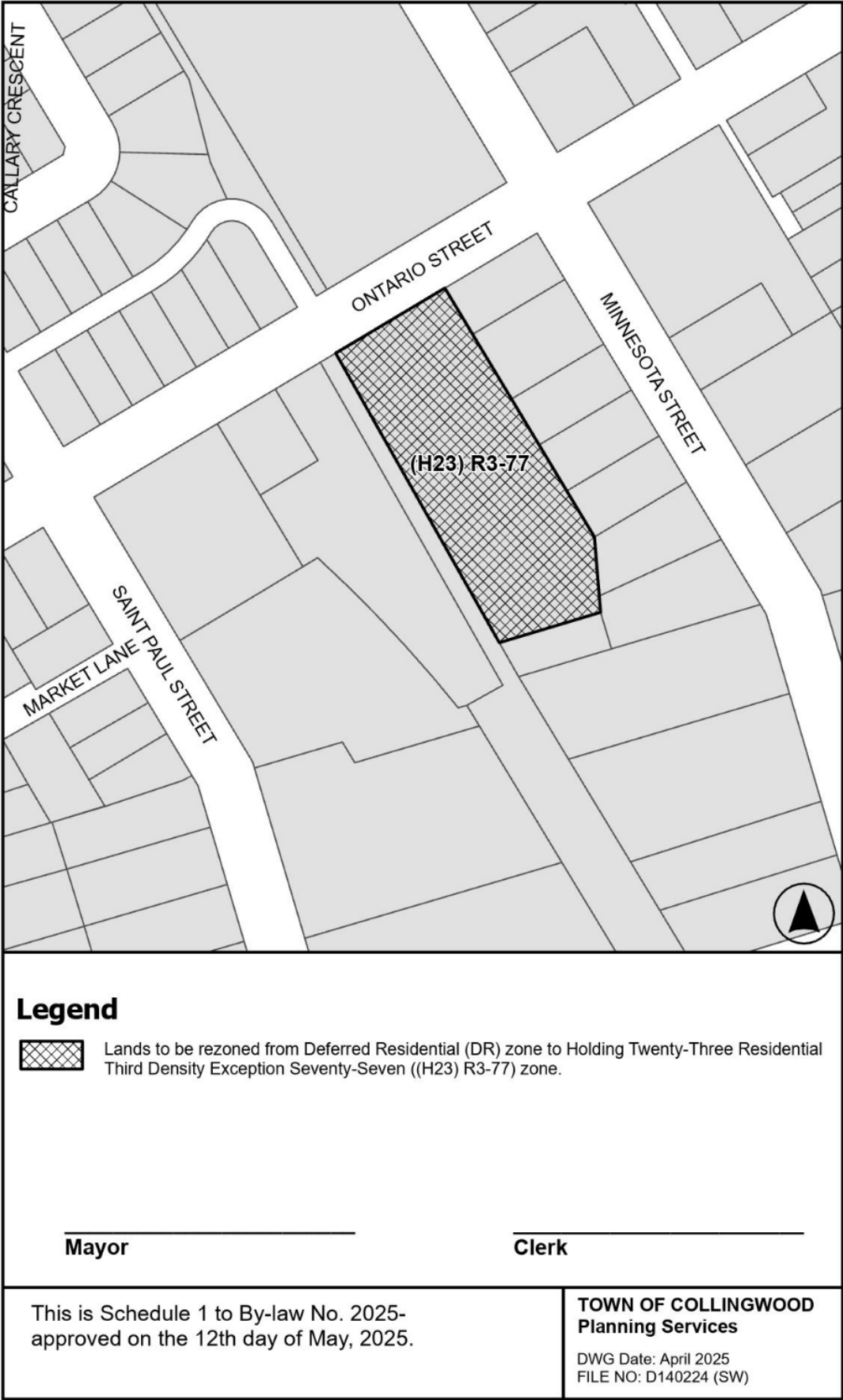
ENACTED AND PASSED THIS 12TH DAY OF MAY, 2025.

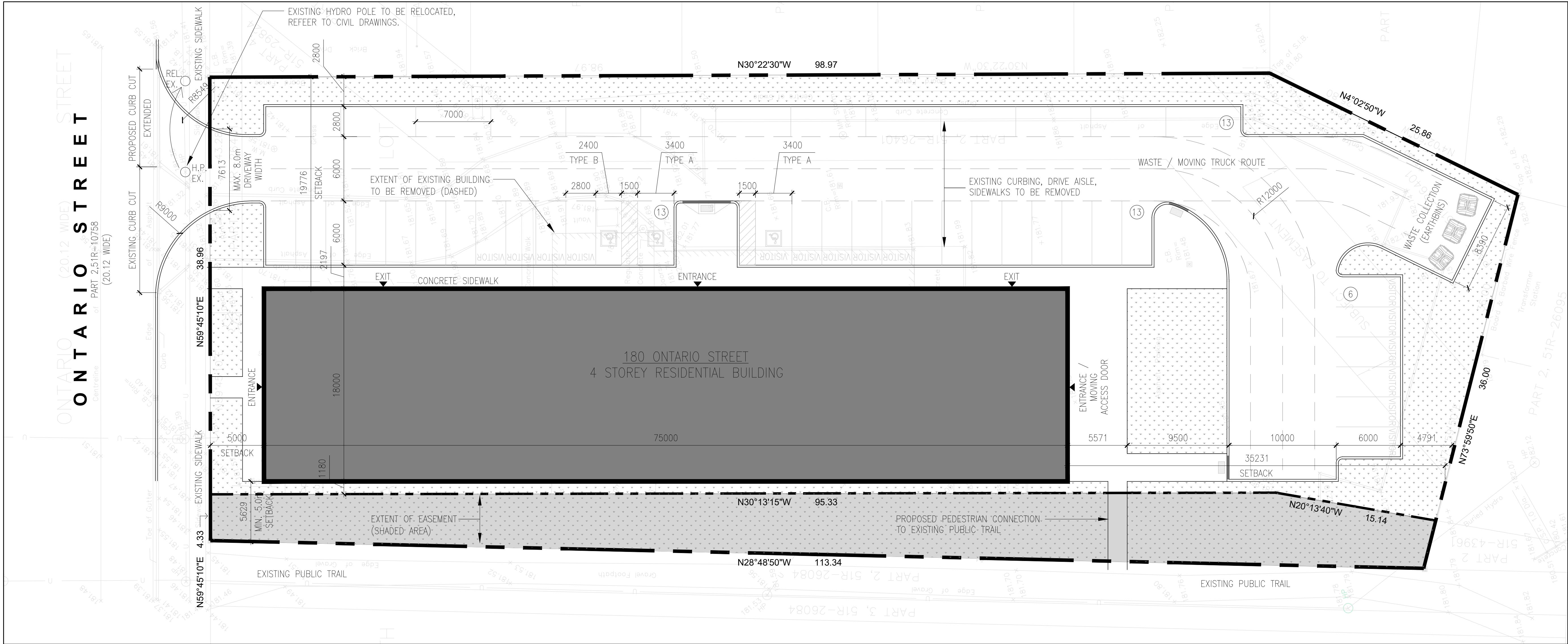
\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK



180 Ontario Street  
Town of Collingwood  
County of Simcoe



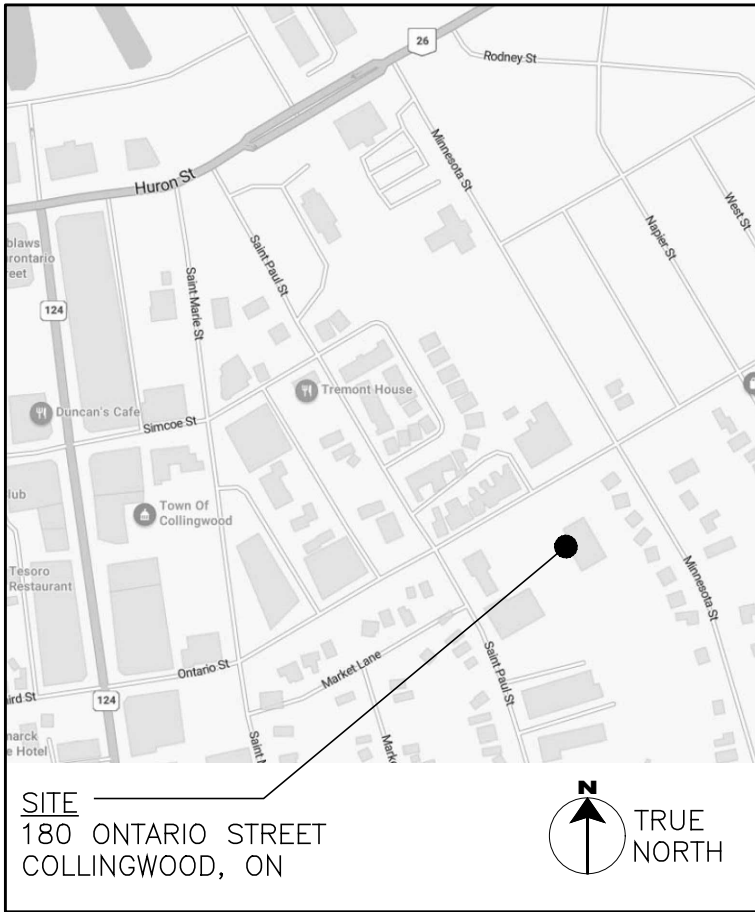


1  
A100  
PROPOSED SITE PLAN  
SCALE: 1:200

ZONING REQUIREMENTS		
ZONING CATEGORY: RESIDENTIAL FOURTH DENSITY (R4) ZONE		
LOT REGULATIONS	REQUIRED	PROVIDED
MINIMUM LOT AREA	NIL	5,193 sqm
MINIMUM LOT FRONTAGE	30.0 m	43.29 m
MINIMUM FRONT YARD	7.5 m	5.00 m
MINIMUM INTERIOR SIDE YARD (WEST)	7.5 m	5.62 m
MINIMUM INTERIOR SIDE YARD (EAST)	7.5 m	19.97 m
MINIMUM REAR YARD	7.5 m	35.23 m
MAXIMUM HEIGHT	18.0 m	18.00 m
MAXIMUM LOT COVERAGE	40 %	26.00 %
MINIMUM LANDSCAPED OPEN SPACE	40 %	(1,513 sqm) 30 %
GROSS FLOOR AREA		
TYPICAL FLOOR AREA	1,350 sqm	14,531 sqft
TOTAL GFA (4 FLOORS)	5,400 sqm	58,124 sqft
UNIT COUNT		
	15± UNITS PER FLOOR	60± UNITS TOTAL
PARKING REGULATIONS		
RESIDENTIAL USE: 0.50 SPACES PER DWELLING UNIT	60 UNITS 60 X 0.50 = 30 SPACES	60 UNITS 60 X 0.50 = 30 SPACES
RESIDENTIAL USE: VISITOR PARKING 0.25 PER UNIT	60 UNITS 60 X 0.25 = 15 SPACES	60 UNITS 60 X 0.25 = 15 SPACES
TOTAL PARKING SPACES	45 SPACES	45 SPACES
MINIMUM DRIVE ENTRANCE WIDTH		
	7.50 m	7.61 m
MINIMUM DRIVE AISLE WIDTH		
	6.00 m	6.00 m
PARKING STALL SIZE (W X L)		
	2.80 m X 6.00 m	2.80 m X 6.00 m
ACCESSIBLE STALL SIZE (W X L)		
	4.50 m X 6.00 m	4.50 m X 6.00 m
DELIVERY SPACE SIZE (W X L)		
	3.50 m X 6.00 m	3.50 m X 6.00 m

LEGEND	
	PROPERTY LINE
	PROPOSED EASEMENT
	PROPOSED BUILDING
	LANDSCAPED AREA MINIMUM LANDSCAPE OPEN SPACE 30%

SITE PLAN INFORMATION IS TAKEN FROM PLAN OF SURVEY  
PREPARED BY ZUBEK, EMO PATTEN & THOMSEN LTD.  
DATED: DECEMBER 12, 2022  
PLAN 51R-43961  
PART OF NORTH HALF OF LOT 43  
CONCESSION B  
(FORMERLY TOWNSHIP OF NOTTAWASAGA)  
TOWN OF COLLINGWOOD  
COUNTY OF SIMCOE



## P2025-11 Appendix "B": Conceptual Site Plan

This drawing, as an instrument of service, is provided by and is the property of DANIEL L. CUSIMANO, ARCHITECT.

The contractor must verify and accept responsibility for all dimensions and conditions on site and must notify DANIEL L. CUSIMANO, ARCHITECT, of any variations from the supplied information.

This drawing is not to be scaled.

The architect is not responsible for the accuracy of survey, structural, mechanical, electrical, etc., information shown on this drawing. Refer to the appropriate consultant's drawings before proceeding with the work.

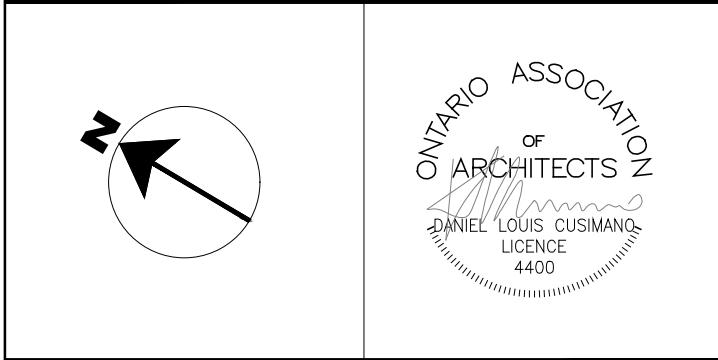
Construction must conform to all applicable codes and requirements of authorities having jurisdiction.

The contractor working from drawings not specifically marked "For Construction" must assume full responsibility and bear costs for any corrections or damages resulting from this work.

PRINT DATE:  
2024-11-06

2	REVISED FOR REQUIRED PARKING ZONING BY-LAW	2024-10-07
1	REVISED FOR REDUCED PARKING ZONING BY-LAW	2024-08-26
No.	DESCRIPTION	DATE
R E V I S I O N S		

3	ISSUED FOR RESUBMISSION	2024-11-06
2	ISSUED FOR 1ST ZONING BY-LAW AMENDMENT REVIEW	2024-04-04
1	ISSUED FOR CLIENT REVIEW	2023-08-18
No.	DESCRIPTION	DATE
ISSUED FOR		



PROJECT:  
**PROPOSED RESIDENTIAL BUILDING DEVELOPMENT**  
180 ONTARIO STREET  
COLLINGWOOD, ON L9Y 3S5

DATE: <b>AUGUST 2024</b>	DWN. BY: <b>MR</b>	CH'D. BY: <b>DLG</b>
DRAWING TITLE: <b>PROPOSED SITE PLAN &amp; SITE STATISTICS</b>		
SCALE: <b>AS NOTED</b>	DRAWING No.: <b>A100</b>	
PROJ. NO.: <b>2024-02</b>		

# P2025-11 Appendix "C" Written Public Comments

**Justin Teakle**

---

**From:** Jesse Matchett [REDACTED]  
**Sent:** Wednesday, June 5, 2024 9:01 AM  
**To:** Justin Teakle  
**Subject:** 180 Ontario St.

**EXTERNAL EMAIL: This email originated outside of the Town's email system. Do not click any links or open any attachments unless you trust the sender and know the content is safe. If in doubt, please contact the helpdesk at x4357.**

I am an adjacent land owner and wish to be notified of any and all public meetings along with notices regarding the proposed Zoning By-law amendment.

I am opposed to the proposed zoning amendment greater than an R2 zoning change for the subject property. The existing daycare also serves a great need in the community.

Regards Jesse

[REDACTED]  
Collingwood, ON  
[REDACTED]

## Justin Teakle

---

**From:** Sandi Beach McLean [REDACTED]  
**Sent:** Wednesday, June 5, 2024 4:24 PM  
**To:** Justin Teakle  
**Subject:** Proposed Apartment Building at 180 Ontario Street

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Dear Justin

As a taxpayer at [REDACTED] we are “outraged” by the possibility of a four story building with 60 Units on the south side of Ontario St. Callary Cr is already inundated with an overflow of cars morning till evening accessing the Yoga Studio. With the minimal parking spots proposed for this building we will have another burden of excessive car parking problems on Callary Cr.

Please inform us when there will be a meeting for concerned residents in Olde Town to attend. Indeed a “blizzard of shame.” for an apartment to be on Ontario St.

With thanks,  
Thomas Wilson, Sandi Beach, McLean  
[REDACTED]  
Collingwood

## Justin Teakle

---

**From:** [REDACTED]  
**Sent:** Thursday, June 13, 2024 8:10 PM  
**To:** Justin Teakle  
**Subject:** 180 Ontario St Collingwood

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---

Thank you for notifying the residents across the street from this address regarding a 4 storey apartment building with 60 units.

A number of homes across the street from this address are concerned about parking for these units.

Please contact us regarding a public meeting. There is a lot of traffic in this area already and 60 plus more cars in an area where the people in the houses across the street from this said property are all seniors who drive slow.

Jane & Alan Metheral

[REDACTED]

[REDACTED]

Sent from my iPhone

## Justin Teakle

---

**From:** Kyle Millar [REDACTED]  
**Sent:** Monday, July 8, 2024 4:48 PM  
**To:** Justin Teakle  
**Subject:** 180 Ontario St

EXTERNAL EMAIL: This email originated outside of the Town's email system. Do not click any links or open any attachments unless you trust the sender and know the content is safe. If in doubt, please contact the helpdesk at x4357.

---

Hi Justin

I hope you are doing well. I'm following up on the voicemail you left for me regarding the motion to build a low rise building at 180 Ontario place.

The location is currently a preschool that holds close to 100 children in daycare which we desperately need in Collingwood. If this building is demolished what is the plan to help accommodate parents for their childcare needs as we are facing such a shortage. Is there a process to fight for his motion?

If it is easier talk on the phone I can be accessible all day tomorrow.

Thanks so much

Kyle



**From:** [REDACTED]  
**Sent:** Wednesday, July 10, 2024 8:22 AM  
**To:** Justin Teakle <jteakle@collingwood.ca>  
**Cc:** [REDACTED]  
**Subject:** Water Drainage - 180 Ontario Street

**EXTERNAL EMAIL: This email originated outside of the Town's email system. Do not click any links or open any attachments unless you trust the sender and know the content is safe. If in doubt, please contact the helpdesk at x4357.**

Good morning Justin,

As I am sure you are aware there is a drainage ditch built in 1996 that runs on the subject property to collect the runoff and sump pump effluent from the new homes on the west side of Minnesota Street. This ditch begins behind 222 Minnesota Street and ends in a purpose built grate at the Ontario Street end. Each of the seven houses have their sump water directed into this ditch through pipes that terminate at the ditch. Each of the lots are graded to the west, and the ditch, as well.

The Conceptual Site Plan included in the Zoning Bylaw Amendment shows no such ditch. In fact, it details parking spots directly over the existing ditch.

Would you please let me know what the plan is to collect this water going forward? Will we be connected to the larger pipe that runs under the subject property? It is important to note that these seven properties were not permitted to attach our sump pipes to the storm sewer which runs under Minnesota Street at the time of construction. The Town directed the construction of the ditch and grate on the subject property at the time.

Thank you for your attention to this matter.

Regards,

Duncan Hawkins

[REDACTED]  
[REDACTED] or [REDACTED]

## **A) List of questions/concerns re Proposed Rezoning and development of 180 Ontario St, Collingwood.**

### **Site Plan**

- 1) Has the proposed development followed the Town's Urban Design Standards?
- 2) Is adequate parking been provided such that street parking in neighbouring areas will not occur as a result of overflow from this building's residents or guests.
- 3) Was a truck turning template for waste collection and deliveries used to optimize access and minimize reversing (back up noise indicators)?
- 4) Has a lighting study been completed confirming the impact of proposed site and building lighting on the surrounding neighbours?
- 5) Has building showdown analysis or shadow study been completed?
- 6) Will the developer be required to install privacy fencing along the east side of the property between the parking area and the rear yards of the residents on Minnesota Street? Please define if they are required to replace the wooden 6 foot high privacy fence that currently exists.
- 7) Has snow storage been identified on the proposed development? Given the location of the parking, waste collection, delivery space and amenity it would appear minimum space is available.
- 8) Has EPCOR provided comment given the proximity of their neighbouring substation at the rear of the property?

### **Servicing**

- 1) Has the functional servicing report confirmed water and wastewater capacity for the proposed development?
- 2) Will the new development meet the minimum requirements for water and wastewater allocation under the new Town application process? Regarding wastewater, has the capacity of the Minnesota Street Sewage Pumping Station been reviewed to confirm capacity?

### **Approvals**

- 1) Current application is only for rezoning. What is the timeline for planning approval for the site plan and development?
- 2) The property is within the NVCA jurisdiction. Has approval been given by the NVCA?
- 3) What were the results of the Stage 1 and 2 Archaeological Assessment given that this property was identified as having archaeological potential under the County's management plan.

### **Trees**

- 1) Has an arborist been retained to determine the impact of construction on the surrounding mature trees?
- 2) How will these trees be protected during construction.
- 3) If any trees are identified for removal or if neighbouring trees are impacted by construction how is this being addressed under the guide lines of the Town's Urban Forrester Management Plan?

### **Storm Water and Minnesota Street Drainage issues**

- 1) It appears the reason the existing rear parking lot has collapsed is because the storm sewer that runs under the back corner of the property has failed and collapsed. This has resulted in the failure and sinking of the back yard at 212 Minnesota Street into the storm sewer behind. The town engineering department has been informed of this issue. Is the town planning to correct this issue with a proper retaining wall?



- 2) The Minnesota Storm Sewer reconstruction project, which seems to be proceeding ahead of the rezoning and potential future development of the Ontario Street property, needs to make accommodations for the sump pump discharges from the rear yards of several Minnesota street residences that were permitted by the Town when these homes were constructed circa 1996. These sumps currently discharge into the existing storm drainage infrastructure that is understood to be relocated/modified such that the water discharged from the properties may not have an outlet and will result in flooding and damage to multiple private properties.

Thank you for your answers to these questions/concerns. I look forward to your response.

A handwritten signature in black ink, appearing to read 'M. Wesibrod', with a stylized flourish at the end.

Dr. Matthew Wesibrod MD, CCFP

## Justin Teakle

---

**From:** Bob Cook [REDACTED]  
**Sent:** Wednesday, August 28, 2024 11:23 AM  
**To:** Justin Teakle  
**Subject:** 180 Ontario

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---

I would like to address council with regard to the proposal. Specifically I have serious concerns with the parking minimums and spaces as proposed.

Would you please include me on the agenda.

Bob Cook

[REDACTED]

Collingwood

# 180 ONTARIO STREET DEVELOPMENT

**TO:** Collingwood Municipality  
**FROM:** Matthew Weisbrod on behalf of residents of Minnesota Street  
**RE:** Site Concerns 180 Ontario Street  
**DATE:** September 23, 2024

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## I. Executive Summary

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### 1. Phase 1 Environmental Site Assessment (ESA)

- **Historical Contamination:** Rail lines and a fuel terminal raise concerns about petroleum and coal contamination.
- **Waste Oil Contamination:** Past use as a vehicle maintenance facility poses soil contamination risks.
- **Hazardous Materials:** Possible PCBs in old light fixtures, asbestos, and lead-based paint in the building.
- **Transformer Risk:** Nearby transformers since 1966 may contribute to PCB contamination.
- **Nearby Fuel Tanks:** Former fuel tanks north of the site could have contaminated soil and groundwater.

#### Action Items for the Municipality

- Require a Phase II ESA to assess contamination risks.
- Investigate soil and groundwater for fuel and waste oil contamination.
- Ensure hazardous material removal for PCBs, asbestos, and lead-based paint.

### 2. Functional Servicing and Stormwater Management Report

- **Flood Risk:** The site is within a regulated floodplain (Pretty River Spill Zone), relying on future floodproofing and culvert upgrades, adding uncertainty to flood resilience.
- **Stormwater Runoff:** Increased impervious surfaces (up to 80%) risk ponding and runoff issues, dependent on Minnesota Drain upgrades.
- **Sanitary Sewer and Capacity Issues:** No existing sanitary sewer; Collingwood Wastewater Plant is nearing capacity.
- **Erosion Control:** Stormwater discharge into Georgian Bay poses environmental risks if controls fail.
- **Fire Flow Demand:** High fire flow demand exceeds typical requirements, stressing local infrastructure.

#### Action Items for the Municipality

- Ensure floodproofing and culvert upgrades.
- Review stormwater management/ Confirm sewer service and wastewater expansion.
- Monitor erosion controls / Assess fire flow infrastructure capacity.

### 3. Parking Justification Study

- **Parking Shortage:** The development is 15 spaces below the required 75, risking congestion in nearby residential areas.
- **Visitor Parking Deficiency:** Short by 3 visitor spaces, causing potential spillover into residential areas.
- **Non-compliant Parking Dimensions:** Stalls are smaller than by-law requirements, affecting usability.
- **Over-reliance on Public Transit:** Low transit frequency and unrealistic assumptions about reduced car use may not alleviate parking demand.

#### Action Items for the Municipality

- Address parking shortfall and visitor overflow.
- Ensure compliance with parking dimension requirements.
- Reassess assumptions on transit and active transportation's impact on parking needs.

#### 4. Planning Justification Study

- **Flood Risk:** Site in a floodplain; relies heavily on floodproofing, which poses risks if not implemented or maintained properly.
- **Infrastructure Strain:** Uncertainty around whether local water and sanitary services can handle the new load.
- **Zoning Issues:** Requires a zoning amendment and seeks exceptions that may negatively impact the community.
- **Parking Shortage:** Insufficient parking could lead to overflow in surrounding streets.
- **Neighborhood Impact:** Increased density and building height may disrupt the local character and increase traffic.

#### Action Items for the Municipality

- Evaluate floodproofing reliability and infrastructure capacity.
- Ensure the zoning amendment aligns with community needs.
- Address parking and traffic concerns / Consider the density impact on the neighborhood.

#### 5. Transportation Impact Study

- **Increased Traffic:** 15 a.m. and 24 p.m. peak trips may contribute to congestion, despite LOS "B" ratings.
- **Pedestrian and Cyclist Safety:** Increased traffic risks for pedestrians, especially at the unpainted Train Trail crossing.
- **Maneuverability Issues:** Service vehicles require complex maneuvers, posing potential safety concerns.
- **Underestimated Traffic Growth:** The 2% growth rate may not account for future developments, risking infrastructure overload.
- **Limited Study Scope:** Study focused only on site access, ignoring nearby intersections.

#### Action Items for the Municipality

- Reassess traffic impact with a wider scope and higher growth assumptions.
- Implement traffic calming measures and improve pedestrian crossings.
- Address maneuvering concerns for larger vehicles on-site.

## **II. The Phase I Environmental Site Assessment (ESA)**

### 1. Historical Contaminants from Past Site Uses:

- **Rail Lines and Fuel Terminal:** A rail spur ran through the site, and the Regent Oil Co. operated a bulk fuel terminal on the northern portion of the site in the mid-1950s. These past uses suggest the potential for contamination from petroleum hydrocarbons, ash, coal deposition, and other substances associated with railway and fuel storage.
  - **Collingwood Public Utilities Commission Facility:** The site was used as a vehicle maintenance facility by the Collingwood Public Utilities Commission from 1966 to 1998, registered as generating waste oil. Waste oil handling often leads to soil contamination, which could pose environmental risks.
2. Recommendation for a Phase II ESA:
- Due to the concerns mentioned, the report strongly recommends a **Phase II ESA** to investigate potential contamination from the site's historical uses, including the rail line, fuel terminal, and vehicle maintenance. This deeper investigation could uncover further contamination risks. Highlighting the necessity of further environmental investigation could delay or challenge the approval process for the development.
3. Presence of Hazardous Materials:
- **Polychlorinated Biphenyls (PCBs):** PCBs may be present in the ballasts of fluorescent light fixtures that were installed before 1980 in the building on site.
  - **Asbestos and Lead-Based Paint:** While the probability of asbestos-containing materials in vinyl tiles is considered low, the building was constructed in 1966, suggesting the potential presence of **lead-based paint** in areas where the original paint remains.
4. Transformer and Potential PCB Risk:
- A **transformer compound** is located immediately south of the site and has been operational since 1966. The oil-filled transformer on-site also presents a potential contamination risk.
5. Proximity to Other Hazardous Locations:
- **Former Fuel Storage Tanks Nearby:** Just north of the site, 201 Ontario Street housed three 4,550-liter fuel storage tanks that were in operation until 2008. These underground storage tanks (USTs) could have caused soil or groundwater contamination in the area.

### III. Functional Servicing and Stormwater Management Report

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1. Flood Hazard Concerns:
- **Location in a Flood Zone:** The development is located entirely within the **Pretty River Spill Flow Zone (Zone #2)**, a regulated floodplain. The floodplain elevation is 182.09 meters above sea level (MASL), and the proposed development is designed with floodproofing measures at **182.40 MASL**, but any delay or failure in implementing floodproofing increases flood risk.
  - **Minnesota Drain Upgrade Uncertainty:** The report notes that the **Minnesota Drain culvert upgrades** are critical to flood management on the site. However, if these upgrades are delayed, the flood elevation increases by **0.01 meters**. This introduces a level of uncertainty and risk to the site's flood resilience.
  - **Floodproofing Reliance:** While floodproofing measures are included, they rely on future works (e.g., culvert upgrades) and assume no significant changes in the regional flood situation.



Highlighting the reliance on future infrastructure projects might raise concerns regarding timing and project completion.

2. Stormwater Management and Drainage Issues:

- **Post-Development Runoff Concerns:** The report acknowledges the development will significantly increase impervious surfaces (up to **80%**) in certain areas, which could lead to more stormwater runoff. Although retention and drainage systems are designed, there is a risk that **parking lot ponding** and overland flow into Ontario Street could become problematic during extreme storm events.
- **Drainage to Minnesota Drain:** Stormwater will ultimately discharge into the **Minnesota Drain**, but this system is subject to ongoing upgrades, which could create potential delays or issues with capacity.

3. Water and Sanitary Servicing Limitations:

- **No Existing Sanitary Sewer:** The existing sanitary sewer infrastructure does not currently service the development site on Ontario Street. There is some uncertainty about the existing sanitary service conditions, and its adequacy would need confirmation during construction.
- **Capacity Issues at the Collingwood Wastewater Treatment Plant:** While the report states there is available capacity at the **Collingwood Wastewater Treatment Plant (CWWTP)**, it also acknowledges that the plant is nearing its capacity and will need to be expanded in the near future. Highlighting this could signal infrastructure strain.

4. Erosion and Sediment Control Concerns:

- **Proximity to Water Bodies:** The site discharges stormwater into Georgian Bay, meaning that any failure in erosion or sediment control during construction could have a direct environmental impact on nearby water bodies.
- **Ongoing Maintenance of Controls:** The report notes that erosion and sediment controls must be monitored after every significant rainfall event. Given the proximity to sensitive areas, any lapse in monitoring could result in environmental harm.

5. Fire Flow and Safety:

- **High Fire Flow Demand:** The proposed building's fire flow demand is **233 L/s** based on the latest site plan, which exceeds typical fire flow requirements. This could place additional demand on local water infrastructure, particularly if upgrades or additional water storage are needed.

## IV. Parking Justification Study

1. Parking Deficiency

- **Parking Shortage:** The proposed development provides only **60 parking spaces**, which is **15 spaces short** of the required **75 spaces** according to the Town of Collingwood's Zoning By-law. This shortage could lead to parking congestion in the surrounding residential area, particularly during peak times when visitor demand is higher.

- **Potential Spillover Effects:** Although the report claims that nearby public parking and on-street options will alleviate the deficiency, relying on external parking resources (especially in public areas) could burden existing residents and businesses.

## 2. Inadequate Visitor Parking

- **Visitor Parking Deficiency:** Based on a proxy site survey from **417 Peel Street**, the study predicts a shortage of **3 visitor spaces** during peak times. With limited visitor parking, this could lead to visitors parking in nearby residential areas, causing inconvenience to current residents and traffic congestion.
- **Over-reliance on Public Parking:** The study notes that existing public parking could accommodate visitor overflow, but this doesn't resolve the core issue of a parking shortage on-site.

## 3. Non-compliance with Zoning By-law Parking Dimensions

- **Parking Stall Dimensions:** The proposed parking stalls are **0.5 meters shorter** than the required dimensions under the Zoning By-law. While the report argues that this is mitigated by adjacent curbs and sidewalks, it still raises concerns about the usability of these stalls, particularly for larger vehicles.

## 4. Reliance on Active Transportation and Public Transit

- **Assumption of Reduced Car Ownership:** The study assumes that the proximity to **bike lanes, walking trails, and public transit** will reduce parking demand. However, it's not clear if this assumption is realistic, especially in a small-town context where many residents might still rely on personal vehicles.

# V. Planning Justification Study

## 1. Flood Hazard Concerns

- **Flood Plain Location:** The subject lands are within the **Pretty River Flood Fringe**, a regulated area by the Nottawasaga Valley Conservation Authority (NVCA). While floodproofing measures are proposed, the location in a flood zone poses inherent risks, particularly in case of extreme weather events.
- **Reliance on Floodproofing:** The report notes that floodproofing is required to meet safety standards. However, any failure in implementing or maintaining these measures could lead to significant risks.

## 2. Infrastructure Capacity

- **Sanitary and Water Servicing Uncertainty:** Although the report states the site can be serviced by municipal water and wastewater systems, there is no detailed analysis of whether the existing infrastructure is sufficient to handle the additional load created by 60 new units.

## 3. Non-compliance with Current Zoning

- **Zoning Amendment Requirement:** The current zoning for the land is **Deferred Residential (DR)**, meaning no residential development is permitted until a formal zoning amendment is passed. This highlights that the proposed development is inconsistent with the current land use plan for the area.
- **Request for Site-Specific Exceptions:** The development proposal seeks **site-specific zoning exceptions** for reduced side yards, reduced landscaping, and parking, which may not align with the broader community design and could affect neighboring properties negatively.

#### 4. Parking Deficiencies

- **Reduced Parking Supply:** The proposal includes only 60 parking spaces for 60 units, with no additional parking for visitors. This reduced supply might cause overflow parking issues in surrounding streets.

#### 5. Impact on Local Character

- **Increased Density in a Low-Rise Residential Area:** The surrounding area consists primarily of low-rise, single-family homes. Introducing a mid-rise, four-story apartment building could disrupt the existing character and aesthetics of the neighborhood.
- **Potential Overdevelopment:** By proposing a denser, higher structure, the development might lead to overcrowding and reduce the quality of life for nearby residents due to increased traffic, noise, and reduced privacy.

#### 6. Traffic and Transit Concerns

- **Increased Traffic Load:** With 60 units, the project would increase vehicular traffic on Ontario Street and nearby residential roads, possibly leading to congestion.
- **Public Transit Assumptions:** While the report highlights proximity to transit, the frequency and adequacy of public transportation in a small town like Collingwood might not be sufficient to offset the additional car traffic from new residents.

## VI. Transportation Impact Study

#### 1. Increase in Traffic Volume

- **Peak Hour Trip Generation:** The development is expected to generate **15 two-way trips in the weekday a.m. peak** and **24 two-way trips in the p.m. peak**. Although the report suggests that the site will continue to operate at a Level of Service (LOS) "B", an increase in traffic volume, even with minimal delays, could still contribute to congestion in the neighborhood, particularly during peak hours.
- **Traffic Growth Rate Assumptions:** A **2% annual growth rate** was applied to traffic volume forecasts, which may be an underestimation considering future developments.

#### 2. Impact on Pedestrian and Cyclist Safety

- **Pedestrian and Cycling Facilities:** While the report acknowledges the presence of dedicated cycling lanes and sidewalks, the increased traffic volume may pose a greater risk to pedestrians and cyclists, particularly at peak times. The lack of a painted pedestrian crossing, as noted for the nearby **Train Trail crossing**, presents a significant safety concern.



- **Potential Need for Traffic Calming Measures:** The report suggests possible traffic calming measures such as **speed bumps and textured crosswalks** to address pedestrian safety concerns, especially near the Train Trail crossing. The necessity of these measures points to potential safety issues that have yet to be fully addressed.

### 3. Driveway and Access Configuration

- **Limited Maneuverability for Larger Vehicles:** The study found that **waste collection vehicles** need to make a **five-point turn** to navigate the site. Although there are no conflicts with other vehicles, this level of maneuvering for service vehicles could lead to delays or safety concerns if not managed properly.
- **Driveway Access and Site Distances:** The new driveway access location is projected to have adequate sight distance (more than 150m), but any reduction in sight lines due to future development or traffic conditions could present a hazard.

### 4. Limited Capacity for Additional Traffic

- **Impact on Ontario Street:** Even though the study shows that the access point will continue to operate at LOS "B" during peak hours, any significant increase in traffic beyond the 2% growth assumption or if nearby developments proceed, could push the infrastructure beyond its capacity.

### 5. Underestimation of Local Traffic Conditions

- **Scope of Traffic Study:** The analysis was scoped to only review the **site access** and not nearby public road intersections, even though the proposed driveway location is relatively close to other intersections and streets. Highlighting this limited scope could be a useful argument in contesting the adequacy of the study.

**From:** Susan T [REDACTED]  
**Sent:** Monday, September 23, 2024 4:24 PM  
**To:** Justin Teakle <jteakle@collingwood.ca>  
**Subject:** Re: 180 Ontario Street

**EXTERNAL EMAIL: This email originated outside of the Town's email system. Do not click any links or open any attachments unless you trust the sender and know the content is safe. If in doubt, please contact the helpdesk at x4357.**

Hi Justin,  
Have just watched the information, discussion and issues at the council meeting and the many concerns about parking and parking space size, and flooding, trees, waste removal etc was noted. So I am wondering what difference would be made if ...the same number of units was developed into five stories instead of four. I realize it would be higher but would it make the size of the footprint smaller thus addressing some of the concerns already mentioned especially the size and number of parking spaces, setbacks etc.  
Thanks for all you do,  
Susan Thibert

Sent from my iPad

-----Original Message-----

From: Susan T <[REDACTED]>  
Sent: Wednesday, August 28, 2024 8:50 AM  
To: Justin Teakle <jteakle@collingwood.ca>  
Subject: 180 Ontario Street

EXTERNAL EMAIL: This email originated outside of the Town's email system. Do not click any links or open any attachments unless you trust the sender and know the content is safe. If in doubt, please contact the helpdesk at x4357.

Good morning

I just need some information on the plan for 180 Ontario St. It seems the town owns the property and the change in the bylaw would allow an apartment building to be built. That would be such a good use of the lands!

If the zoning bylaw gets approved, who would build the apartment buildings The town? Or would the town sell the lands to a developer who would be expected to build apartments?

I guess what I am wondering is how it works if the zoning change is successful...is an apartment building a sure result?

Many thanks,

Susan Thibert

Sent from my iPad

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**From:** Jesse Matchett [REDACTED]  
**Sent:** Wednesday, September 25, 2024 4:50 PM  
**To:** Justin Teakle <jteakle@collingwood.ca>; Lindsay Ayers <layers@collingwood.ca>; Yvonne Hamlin <yhamlin@collingwood.ca>  
**Subject:** Re: Notice of Public Meeting - 180 Ontario Street (Zoning By-law Amendment D140224)

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**EXTERNAL EMAIL: This email originated outside of the Town's email system. Do not click any links or open any attachments unless you trust the sender and know the content is safe. If in doubt, please contact the helpdesk at x4357.**

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Hi Justin,

It was nice to be able to attend the Public meeting regarding the application for 180 Ontario St. earlier this week. Some insightful information was exchanged.

During the meeting I brought forward a comment with respect to the inclusion of a daycare within the proposal. The proponent's planner KLM c/o Courtney Fish responded to the comment stating that a daycare under the current proposal could not be accommodated when considering the site size and site constraints (min. site amenity requirements). I would like to follow up my comment with the following: key word - "current proposal".

- if the current proposal was amended with a lower density (less units/smaller footprint) could less bylaw exemptions be considered ?
- if the current proposal was amended with a lower density (less units/smaller footprint) could the daycare be accommodated ?
- if the current proposal was amended conforming to an R2 designation could a daycare be accommodated and or a permanent commercial/institutional block be created. Town Blocks or Vacant Land Condo with common element access and services could be considered for the residential portion and much more appropriate for the subject lands.

I believe one could answer yes to all of the questions above.

My closing thoughts from Monday's meeting was that too many exemptions are being considered to proceed with the Zoning ByLaw Amendment ("square peg, round hole", Collingwood Today). It was clear not enough information was provided within the concept site plan and supporting studies to fully appreciate the request, such as occupancy allowances for each unit, site plan controls, boundary conditions, loss of the existing use and occupancy and their respective impacts to the community. The current proposal was met with great opposition from surrounding landowners, from what I recall not one attending community member spoke in favour of the current proposal.

In my opinion it is premature to approve the current ZBA. The current amendment should be revisited and another public meeting should be considered. A more appropriate R2 amendment would likely allow the daycare to continue and better coincide with the local site, sounds and surrounds.

Regards, Jesse.  
[REDACTED]

## Justin Teakle

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**From:** Darah Joseph [REDACTED]  
**Sent:** Thursday, September 26, 2024 9:52 AM  
**To:** Justin Teakle  
**Subject:** Comment in Support of 180 Ontario St

**EXTERNAL EMAIL: This email originated outside of the Town's email system. Do not click any links or open any attachments unless you trust the sender and know the content is safe. If in doubt, please contact the helpdesk at x4357.**

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Hi,

I don't know if this is too late but here it is anyway. I am writing to voice my support of the 180 Ontario St proposal.

I'm the mother of 2 young boys and I'm concerned about how far they will have to move when they are looking to launch. I love Collingwood and many more people should be able to live in it. And we need to add housing supply as demand is wild.

Collingwood needs more housing. We need more apartment-style housing. I'm speaking for those in need of housing as they are often missed as notices primarily go to those who have housing already. I grew up in an area with blended apartments and single-family housing and many of the concerns raised will be minor or unnoticed once the building is in place.

We need more housing for people. Not housing for cars. I understand people's concerns but I think they are overblown.

I hope this project moves forward.

Sincerely,

Darah Joseph  
Address: [REDACTED], Collingwood



## **TOWN OF COLLINGWOOD**

### **COLLINGWOOD DOWNTOWN BIA BOARD OF MANAGEMENT**

April 10, 2025, 7:30 a.m.

Town Hall, Second Floor, Braniff Room

97 Hurontario Street, Collingwood, ON

Members Present: Sarah Pennal, Chair  
Susan Bishop  
Lynda Conway  
Tim Cormick  
Krystina Cunningham  
Carol Young-Petten  
Lindsey Watson, Vice-Chair  
David Conning  
Chris Potts, Councillor

Staff Present: Susan Nicholson, BIA General Manager  
Sara Almas, Director, Legislative Services/Clerk  
Jenny Haines, Administrative Coordinator

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#### **1. Call to Order**

##### **1.1 Welcome New Member & Board Member Introductions**

Chair Pennal called the meeting to order at 7:35 a.m. Board members welcomed David Conning to the meeting and introductions were made.

#### **2. Adoption of the Agenda**

##### **BIA-039-2025**

Moved by: Carol Young-Petten

Seconded by: Lynda Conway

THAT the content of the Collingwood Downtown BIA Board of Management agenda for Thursday, April 10, 2025, be adopted as presented.

**CARRIED**

#### **3. Declarations of Pecuniary Interest**

Member Conning noted a potential conflict with items related to the Collingwood Blues as he is an executive member of the Board.

**4. Adoption of Minutes**

The minutes of the regular meeting of the Downtown Collingwood BIA Board of Management held on March 13, 2025, were approved electronically by the Board and forwarded to Council for receipt at its next regular meeting.

**5. Business Arising from the Previous Meeting**

None.

**6. Deputations**

None.

**7. Reports from Committees and BIA General Manager**

**7.1 Financial Report**

General Manager Nicholson provided the Board with an overview of the financial statement for the period ending March 31 and the accounts payable vouchers for the period up to April 10, 2025. General Manager Nicholson answered questions and received comments from the Board regarding grant funding received; consultant legal fees; and where membership registration for the OBIAA Conference is itemized.

**BIA-040-2025**

Moved by: Susan Bishop

Seconded by: Krystina Cunningham

**THAT** the Collingwood Downtown BIA Board of Management accepts the Financial Statement for the period ending March 31, 2025 as presented.

**CARRIED**

**BIA-041-2025**

Moved by: Chris Potts

Seconded by: Krystina Cunningham

**THAT** the Collingwood Downtown Board of Management Business Improvement

Area (BIA) endorse the Accounts Payable Vouchers for the period up to April 10, 2025 in the amount of \$28,582.99 as presented.

**CARRIED**

*Member Conning abstained from voting on this item (BIA-042-2025) due to a previously declared conflict.*

**BIA-042-2025**

Moved by: Susan Bishop

Seconded by: Krystina Cunningham

THAT the Collingwood Downtown Board of Management Business Improvement Area (BIA) endorse the Accounts Payable Vouchers for the period up to April 10, 2025 in the amount of \$700.00 for the purchase of Miconex (Gift Card prizing) for the Collingwood Blues hockey games.

**CARRIED**

*Member Conning returned to regular voting status at this time.*

**7.2 Maintenance and Beautification Committee**

Member Cormick provided a high level review of the BIA Maintenance and Beautification Advisory Committee minutes from the meeting on April 8, 2025.

Clerk Almas confirmed next steps regarding the Downtown Master Plan.

Member Conway briefed the Board on the Town's graffiti management process and noted that there are businesses downtown that are not following the Town's property standards by-law. General Manager Nicholson confirmed that she is working with the by-law and planning department regarding concerns.

Clerk Almas provided an overview on the complaint process and suggested that BIA members be made aware that the Board can address concerns and submit a complaint regarding a by-law infraction to the Town on their behalf.

Board members discussed cigarette receptacle locations; the parkette at 84 Hurontario Street and plans for use of the space moving forward; Action Item #12 in the Downtown Master Plan; the status of the Art Centre; and concerns from the adjacent property of maintenance that is needed on the building wall facing the parkette that is delayed until a final determination is made regarding the use of the land.

**BIA-043-2025**

Moved by: Carol Young-Petten

Seconded by: Krystina Cunningham

**THAT** the minutes of the Maintenance Advisory Committee be received as presented.

**CARRIED****7.3 Improvement Committee**

Chair Pennal provided an update from the BIA Improvement Advisory Committee noting recent updates on the status of the Arts Centre; a joint council meeting with the Town of Blue Mountain regarding the MURF, and the Collingwood and the Blue Mountains OPP Action Plan Consultation and next steps.

Clerk Almas answered questions from the Board regarding whether the BIA should have a role in gathering data or providing information in advance of the Town's upcoming Parking Study. Clerk Almas confirmed that General Manager Nicholson reach out to the Manager of Infrastructure and advise that the BIA could be of assistance in the collection of information and would be interested in being part of the discussions in some way.

Board members discussed the status of the Arts Centre and Council's recent request to rescope the project. Board members discussed the flex model presented to Council and location considerations.

**BIA-044-2025**

Moved by: Krystina Cunningham

Seconded by: Susan Bishop

**THAT** the Collingwood Downtown BIA Board of Management request that Council consider the Collingwood Leisure Time Club property (100 Minnesota Street) to be considered as a location for the Arts Centre.

**CARRIED**

**BIA-045-2025**

Moved by: Susan Bishop

Seconded by: Lynda Conway

**THAT** the minutes of the Improvement Advisory Committee be received as presented.

**CARRIED**

#### **7.4 Promotion Committee**

Member Young-Petten provided the Board with an update from the Promotion Advisory Committee noting upcoming events taking place downtown such as the Easter Egg Hunt, Local Live Lunch, and Canada Day programming organized in collaboration with the Town, which will span June 28 to July 1. Member Young-Petten noted that businesses are encouraging their Staff to wear red and white during the events.

Chair Pennal provided an update on Collingwood Fashion Week and changes to programming this year. Chair Pennal noted that the committee is looking to the Board for input regarding a charity to support with the



proceeds of Fashion week and confirmed that the Collingwood Hospital was in receipt of fundraising last year. Board members discussed potential charities to support. Chair Pennal confirmed that she will present all options discussed with committee and that a decision will be made at the committee level.

Member Young-Petten provided the Board with an update on the Farmers Market and General Manager Nicholson answered questions from the Board regarding the use of 84 Hurontario Street during the Farmer's Market and if consideration could be made to use the open space as a food court, with tables set up for people to sit.

Member Young-Petten noted that the Promotions Committee discussed the importance of getting messaging out to the members in printed form and with personal visits, in combination with e-newsletters.

Board members discussed the challenges retailers are facing under the current economic conditions. General Manager Nicholson confirmed that she would work with Member Conning to plan another member meeting to discuss the impacts of the tariffs on their businesses.

#### **BIA-046-2025**

Moved by: Krystina Cunningham

Seconded by: Carol Young-Petten

**THAT** the minutes of the Promotion Advisory Committee be received as presented.

#### **CARRIED**

### **7.5 Council Updates (if applicable)**

Councillor Potts provided the Board with an update on the Transit Terminal, security reports and statistics, the use of the housing units at Campbell and High Street; how the Town is working with the County and other stakeholders to assist with warming and cooling centers in Town; and that he plans to discuss methods to ensure that bus shelters are being kept clean.

Councillor Potts and Clerk Almas answered questions from the Board regarding if there are any washroom facilities in Town that are available 24 hours a day; the time span that the report is able to draw comparisons from; clarification on trespassing orders; confirmation that Landmark is the name of the bus company; and how trespassing orders are enforced on private property.

General Manager Nicholson confirmed that she would provide members with a re-cap of the update provided by Councillor Potts advising them of the work the Town has been doing.

## **7.6 Heritage Committee Representative**

Member Conway provided an update from the Heritage Committee noting that a new member has joined the Committee; Scotiabank will be updating their signage and it will comply with the standards of the heritage district; and that obtaining insurance for heritage homes and businesses has been challenging and the Committee will be hosting a workshop in the Spring in its regard.

## **7.7 General Manager Report, GM Nicholson**

General Manager Nicholson briefed the Board on the General Manager Report for March 2025. There were no questions from the Board regarding the report.

General Manager Nicholson noted the success of the Ontario BIA Association (OBIAA) Conference and the respect shared between the BIA and the Municipality.

Board members thanked General Manager Nicholson for her hard work in organizing the conference. General Manager Nicholson noted that the Collingwood Downtown BIA received Provincial recognition for 'Saga' Public Art Installation.

### **BIA-047-2025**

Moved by: Susan Bishop

Seconded by: Krystina Cunningham

**THAT** the General Manager monthly report be received as presented.

## **8. Other Business**

### **8.1 \*\* Addition: Procedure to Approve Minutes**

Coordinator Haines briefed the Board on the procedure to adopt minutes electronically via email noting timelines to advance minutes for Council's approval.

### **8.2 National Volunteer Week - April 27 to May 3**

Chair Pennal noted that the Town will be observing National Volunteer Week with a flag raising on April 25 at 2:00 pm and a social hour after. General Manager Nicholson noted that the invitation has been extended to all BIA volunteers.

### **8.3 BIA Member Survey Results**

Member Conway provided the Board with a high-level overview of the 2025 BIA Survey Results confirming that each sub-committee has been provided their specific survey results for a deeper review. Member Conway noted that General Manager Nicholson will be presenting the results of the survey to Council at the end of April.

Member Conway confirmed a 25% survey response by BIA members and reviewed 'satisfaction level' scores regarding events, marketing, gardens, decorations and maintenance.

Member Conway summarized key priorities outlined via comments, reviewed the BIA's 2025 Strategic Priorities, key measures and current results.

*Member Young-Petten and Member Cunningham left the meeting at this time.*

General Manager Nicholson and Member Conway took questions and received comments from the Board regarding:

- clarification on the question asked specifically about the Multi-Use Recreational Facility
- confirmation that the answers obtained are specific to what BIA members want
- that the priorities presented represent that of the businesses downtown
- confirmation that a summary of the survey results will be sent to BIA members
- that downtown patios should be considered in the Town's Parking Study
- how cell phone data can determine how residents and visitors are accounted for via the Environics platform

Board members thanked Member Conway for her efforts.

#### **8.4    \*\* Addition: Business After Six**

Board members discussed the benefits of the Business After Six event. General Manager Nicholson confirmed that she will work with Member Young-Petten to set up another event.

### **9.     Correspondence**

#### **9.1     Email Correspondence regarding Arts Centre**

There was no discussion by the Board regarding this matter.

### **10.    Public Delegation(s) (Maximum 5 Minutes per Delegation)**

None.

### **11.    Next Meeting**

The next meeting of the Collingwood Downtown BIA Board of Management will take place on Thursday, May 8, 2025, commencing at 7:30 a.m.

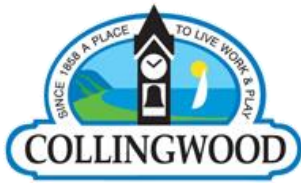
**12. Adjournment**

Moved by: Member Bishop

**THAT** the meeting of the Collingwood Downtown BIA Board of Management be hereby adjourned at 9:30 a.m., **CARRIED.**

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Chair



## TOWN OF COLLINGWOOD

### ACCESSIBILITY ADVISORY COMMITTEE

March 20, 2025, 2:00 p.m.

FreeSchools World Literacy Community Room and by Videoconference  
Collingwood Public Library, First Floor, 55 Ste. Marie Street, Collingwood

Members Present: Lana Roman, Chair  
Heather Grasman  
Kathryn Bloomfield  
Leslie Bolt  
Hannah Keenie  
Casey Morrison

Members Absent: Gina Northcott, Vice-Chair

Staff Present: Jenny Haines, Administrative Coordinator  
Jennifer Parker, Manager of Culture and Events  
Elaine Kelly, Library Coordinator  
Sandy Falcon, Community Transportation Coordinator

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#### 1. Call to Order

Chair Roman called the Accessibility Advisory Committee to order at 2:00 p.m.

#### 2. Adoption of the Agenda

##### **AAC-004-2025**

Moved by: Kathryn Bloomfield

Seconded by: Heather Grasman

THAT the content of the Accessibility Advisory Committee Meeting agenda for Thursday, March 20, 2025, be adopted as presented.

**CARRIED**

#### 3. Declarations of Pecuniary Interest

Chair Roman noted that she will be presenting the deputation listed under agenda Item 6.1. and Member Bloomfield confirmed she would assume the role of Chair at that time.

#### 4. Adoption of Minutes

**AAC-005-2025**

Moved by: Heather Grasman

Seconded by: Casey Morrison

**THAT** the minutes of the regular meeting of the Accessibility Advisory Committee held on February 20, 2025 be adopted as presented and forwarded to Council for receipt at its next regular meeting.

**CARRIED****5. Business Arising from the Previous Meeting****5.1 Letter of Response - Transportation**

Manager Parker confirmed that the draft letter to Mr. Paul Ireland was provided to the Committee in advance of the meeting. Manager Parker looked to the Committee for endorsement of the letter as presented or for suggested updates as the Committee deem necessary.

**AAC-006-2025**

Moved by: Lana Roman

Seconded by: Leslie Bolt

**THAT** the Accessibility Advisory Committee endorse the letter addressed to Mr. Paul Ireland in response to his deputation at the January 23, 2025 Committee meeting as presented.

**CARRIED****6. Deputations****6.1 Inclusive Recreation - Lana Roman**

Member Bloomfield assumed the role of Chair at this time.

Lana Roman and Sarah Hopkins provided the Committee with an overview of their Inclusive Recreation presentation noting the programs mission, their educational qualifications and a review of the significant barriers that children face when it comes to accessing recreational or sports programs.

Lana Roman noted the need for formal training and certification for Inclusive Recreation and outlined how the course will assist in addressing the current gaps and provide leaders the skills they need to create inclusive, supportive, and engaging environments for children of all abilities.

Lana Roman provided the Committee with an overview of the course noting the benefits of recreational programs, the importance of inclusion,

and potential barriers to participation. Lana Roman reviewed case studies which identify the importance of promoting participation, diversity and inclusion and concluded noting that by fostering a supportive and welcoming environment, every child, regardless of their abilities can benefit from recreational activities.

Lana Roman and Sarah Hopkins then looked to the Committee for their thoughts and feedback regarding the project and asked if Committee members see the merit or the value in a course of this nature.

Members of the Committee spoke noting that the quality of the presentation and value of the information provided. Members of the Committee shared their personal experience noting the limited options for recreational activities when they were younger and that they would have found this training beneficial growing up. Members noted the importance of inclusion and how children with disabilities can be overlooked or sidetracked when it comes to recreational activity options and that having well-run inclusive programs can take pressure off caregivers and parents.

Lana Roman thanked the Committee for their feedback and Sarah Hopkins noted the importance of having proper training as there are currently no certifications dedicated to running Inclusive Recreation programs.

Member of the Committee noted that Council should be made aware of this program and that Lana and Sarah should consider presenting this to the local YMCA.

Sarah Hopkins left the meeting at this time and Lana Roman resumed the role of Chair.

## **7. Reports**

None.

## **8. Other Business**

### **8.1 Update on Committee Recruitment**

Coordinator Haines noted that at the last meeting of Council a by-law was passed welcoming Kelly Allen as the new member of the Committee. Coordinator Haines confirmed that committee member recruitment is still open and information on how to apply can be found on the Town's website.

Coordinator Haines noted that the membership terms for Member Bolt and Member Keenie have come to an end and that this was their last meeting. Manager Parker and members of the Committee thanked them both for their commitment and dedication over the years.

### **8.2 Multi-Year Strategic Plan Areas of Focus**

### Transportation - Coordinator Falcon update on TransitPLUS Data and application feedback

Coordinator Falcon provided the Committee with an update on TransitPLUS data noting the number of rides in 2024 was 12,900 rides and that 612 rides were rejected. Coordinator Falcon noted that rejected rides are rides that are booked and cancelled sharing that the data does not provide the reason why the ride was cancelled. Coordinator Falcon explained that she had spoken with the software developer and had asked if the reason rides were rejected could be obtained to better provide more accurate data for Staff to review.

Coordinator Falcon answered questions from the Committee regarding clarification on whether the software developer could assist in filtering out the reason rides were rejected; if Staff are considering the addition of another vehicle; if Staff feel the data provided in 2024 justifies the need to invest in a third vehicle; if the data depicts what time of day the rejected rides are highest; and if the Town borrowed an additional vehicle from the Town of Wasaga for the entire year of 2024?

The Committee discussed adding the data and statistics presented by Coordinator Falcon to the letter being sent to Mr. Paul Ireland. Manager Parker confirmed that she could update the letter adding the data prior to the concluding paragraph.

Coordinator Falcon provided the Committee with an update on the application that is currently required to register for TransitPLUS and confirmed that she is reviewing various applications from different regions to compare and ensure best practice taking into account concerns raised by the Committee.

### Communication

There was no update provided at this time.

### Public Spaces - Collingwood Museum Renovation

Manager Parker provided the Committee with an overview of the Collingwood Museum's Interior Renovation plan and design development noting that the goal is to create a quiet meeting space and three gender neutral washrooms with one being fully accessible.

Manager Parker looked to the Committee for their feedback and thoughts on the layout and design which could be shared with the architect and design team.

The Committee brought forward comments regarding:

- if the location of the adult change table is a permanent location
- if the washroom doors could be switched to open toward the sink



- that the design of all three washrooms was awkward with respect to the direction that the door opens
- if consideration has been made to use sliding doors
- importance that the change table is low enough that someone in a wheelchair could use/reach
- that the table in the resource room is accessible for people in mobility devices to use

#### Benches in Town

Manager Parker confirmed that a comment was brought forward regarding the need for more benches around the Town, specifically downtown and on the trails. Manager Parker noted that she could provided the Committee with an inventory of benches in the Town for review.

#### **AAC-007-2025**

Moved by: Kathryn Bloomfield

Seconded by: Heather Grasman

**THAT** Manager Parker update the letter endorsed by the Accessibility Advisory Committee addressed to Mr. Paul Ireland in response to his deputation at the January 23, 2025 meeting to include the statistics presented regarding the number of rejected rides in 2024.

#### **CARRIED**

### **8.3 Community Engagement / Awareness**

Manager Parker briefed the Committee on the Simcoe County initiative #ITStarts noting that the Town raised a flag in support of the campaign and that members of Council shared their #ITStarts cards at the most recent Council meeting.

Coordinator Kelly noted that the Library partnered with E3 on a kind-word campaign having a tree in the art-walk area of the Library which people could decorate with kind words. Coordinator Kelly noted that the Library hosted a community event in support of #ITStarts where speakers shared individual stories on barriers to inclusivity that they have faced and that the Library will be hosting an inclusive story time tomorrow followed by a film.

#### Addition: Update on Movie Screening Event "Out Of My Mind"

Manager Parker confirmed that she was able to obtain licensing rights to screen the movie "Out Of My Mind" and looked to the Committee for their feedback on hosting two separate showings, one in the afternoon and one in the evening, at the Simcoe Street Theatre on May 28 which is in the middle of National AccessAbility Awareness Week.

Manager Parker noted that the fee would be \$425. Coordinator Kelly noted that she would see if the movie could be obtained through the Library's licensing.

The Committee discussed accessibility concerns with the Simcoe Street Theatre; the number of wheelchair spaces at the Theatre and if consideration could be made to use Community Rooms B & C. The Committee discussed having information booths at the entrance of the movie to welcome patrons and provide information. The Committee discussed the option to invite school groups for the daytime screening and approval to use the Committee's budget to screen the movie.

**AAC-008-2025**

Moved by: Lana Roman

Seconded by: Kathryn Bloomfield

**THAT** the Accessibility Advisory Committee direct Staff to use the Committee's budget in the amount of \$425 to use to obtain the rights to screen the movie "Out Of My Mind" during National AccessAbility Awareness Week 2025.

**CARRIED**

**8.4 Town Projects**

Manager Parker noted that an email was circulated with request for participants to join the Community Climate Action Plan.

**8.5 Collaboration & Partnerships**

None.

**8.6 Other Business**

None.

**9. Correspondence**

None.

**10. Public Delegation(s) (Maximum 5 Minutes per Delegation)**

None.

**11. Next Meeting**

The next meeting of the Accessibility Advisory Committee will take place on Thursday, April 17, 2025, commencing at 2:00 p.m.

**12. Adjournment**

Moved by: Member Morrison

**THAT** the meeting of the Accessibility Advisory Committee meeting be hereby adjourned at 3:36 p.m. **CARRIED.**

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Chair

**BY-LAW No. 2025-038**  
**OF THE**  
**CORPORATION OF THE TOWN OF COLLINGWOOD**



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**BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL  
OF THE CORPORATION OF THE TOWN OF COLLINGWOOD**

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**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 that requires the prior approval of a Minister, a Ministry, to the Ontario Municipal Board or any other governmental body:
    - Council – April 28, 2025
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 28<sup>th</sup> day of April, 2025.

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MAYOR

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CLERK